PROVINCE OF SASKATCHEWAN

07-08

ANNUAL REPORT

APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION

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Letters of Transmittal

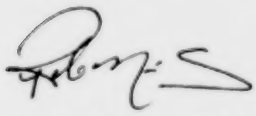
October 2008

The Honourable Dr. Gordon L. Barnhart
Lieutenant Governor of Saskatchewan
4607 Dewdney Avenue
REGINA SK S4T 1B7

Your Honour:

I have the honour to present the Saskatchewan Apprenticeship and Trade Certification Commission Annual Report for the year ending June 30, 2008. The financial statements included in the report were prepared in accordance with *The Apprenticeship and Trade Certification Act, 1999*.

Respectfully submitted,



Minister Responsible for the
Saskatchewan Apprenticeship and Trade Certification Commission

October 2008

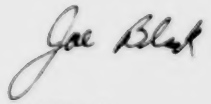
Honourable Rob Norris
Minister Responsible for the Saskatchewan Apprenticeship
and Trade Certification Commission
Room 208, Legislative Building
REGINA SK S4S 0B3

Dear Minister Norris:

We have the honour to present the Annual Report of the Saskatchewan Apprenticeship and Trade Certification Commission for the period July 1, 2007 to June 30, 2008.

Respectfully submitted,

Paul McLellan
Chair of the Board



Joe Black
Chief Executive Officer

A Message from the Commission Board Chairperson

The fiscal year 2007-08 marks another successful year of operation for the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC). The Commission is responsible for the administration, management and governance of the apprenticeship training and trade certification program in Saskatchewan. The Commission's efforts are focussed on achieving the outcomes related to employer training commitment, trades skills development and the validation of trades careers as articulated in its strategic plan. It is my pleasure to present SATCC's Annual Report for 2007-08.

The past year has been characterized by continued growth in the number of registered apprentices in the apprenticeship and trade certification program. As of June 30, 2008, 8,130 apprentices were registered in 50 designated trades. This represents an increase of 20 per cent over the total at the end of 2007. The Commission received 2,853 new registrations in 2007-08 which exceeds last year's record of 2,408 new registrations. These numbers attest to the success of the program and, combined with continuing high levels of employer and apprentice satisfaction with the program, points to an excellent program with excellent service to our clients.

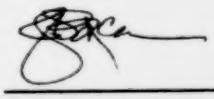
As the number of registered apprentices increases, the demand for apprenticeship technical training seats also increases. The partnership between the Ministry of Advanced Education, Employment and Labour, the Saskatchewan Institute of Applied Science and Technology (SIAST), the regional colleges, and the SATCC ensured that 3,797 apprentices received their technical training in 2007-08. This is an increase of 501 over 2006-07 numbers.

The increased number of apprentices in the system does not necessarily translate into increases in the number of employers participating in apprenticeship and trade certification. Many employers still rely on their ability to entice skilled tradespeople away from the employers who trained them rather than invest in their development through apprenticeship and trade certification. A recent study, *Apprentice Employment in the Public Sector,* conducted by the Ministry of Advanced Education, Employment and Labour, indicates that the public sector does not engage in the registration, training and certification of tradespeople to the extent it could or should. The Commission will turn its efforts to educating public sector employers and others to the benefits of hiring, training and certifying skilled trades workers under the apprenticeship and trade certification program.

In this time of rapid growth and the opportunities and challenges that accompany that growth, it is critical to have strong Board governance for the Commission. The knowledge base, expertise, and experience brought to the Board table allows for the discussion and implementation of timely strategies to take advantage of the opportunities and to address any challenges that emerge. It is increasingly more important for Board members to become engaged in the Ministry of Advanced Education, Employment and Labour governance leadership initiative for the post-secondary training sector.

The very high profile that apprenticeship and trade certification has received nationally in recent years makes it ever more important for Saskatchewan to continue in its leadership role in the areas of high quality apprenticeship training, well-respected and recognized industry standards for training and certification, and client satisfaction with the apprenticeship and trade certification program.

The Board will continue to work with its network of Trade Board members, its professional staff and its government and training partners to ensure that the SATCC employs its resources effectively and efficiently while continuing to meet the needs of employers, apprentices and tradespersons.



Paul McLellan, Chair

A Message from the Chief Executive Officer

Progress is often marked by significant change. And, if managing change is a measure of an organization's success, then the SATCC enjoyed considerable success in 2007-08. The numbers of apprenticeship registrations, those attending apprenticeship technical training and those who attained journeyperson status have all increased and are now at record levels. At the same time, staff leaving the Commission through retirements and new professional opportunities is also at record numbers. This year witnessed the retirement of the Chief Executive Officer. The Director of Apprenticeship and the Assistant Director of Apprenticeship retired in the 2006–07 fiscal year. As much as these major contributors to the organization are missed, other staff stepped up to the challenges and ensured that SATCC clients received top notch service in the past year.

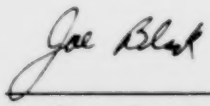
The following report articulates the Commission's goals, the measures by which its performance may be judged and the results of its operations for 2007-08. When I accepted the position of CEO with the Commission and assumed my duties in December 2007, I knew that the Commission was well placed to address the challenges related to substantial growth. The Commission was already building positively on the 2006 opinion survey of employers, apprentices, K-12 students and the public to establish benchmarks for attitudes and opinions related to the apprenticeship program and skilled trades careers in general. The results of that survey showed that the Commission achieved a large measure of success as measured against the outcomes established in its strategic plan.

Interest in the Saskatchewan Youth Apprenticeship Program continues to grow since it was first offered province-wide in the 2006-07 school term. As of June 30, 2008, 145 schools were participating in the program, and 4,017 students in grades 10-12 have registered, are currently participating or have completed the SYA program. In the two years since the SYA program was implemented, a total of 501 students received certificates of completion. Of these, 40 have registered as Saskatchewan apprentices. The program will continue to grow and prosper as it meets the needs of students and future employers in a robust Saskatchewan economy.

During 2007-08, changes also came on the political front with the election of a new government and the installation of a new Minister Responsible for the Saskatchewan Apprenticeship and Trade Certification Commission. The Commission welcomes the Honourable Rob Norris into his new role and looks forward to the opportunity to work with Minister Norris and his ministry staff.

The Commission and its staff have successfully delivered the apprenticeship and trade certification program in the face of many challenges related to unprecedented growth and the loss of many key professional staff. The success of the SATCC also lies in its depth and its excellent partnerships with industry through the Commission Board, the Trade Boards, the Curriculum and Examination Development Boards and the Trade Examining Boards who articulate the occupational, curriculum and examination standards that drive the program.

My last word is one of thanks to the former CEO of the Commission, Bob Guthrie, who put his heart and soul into Saskatchewan Apprenticeship and Trade Certification. Bob is a unique individual with tremendous insight into the training needs of employers and apprentices. His dedication and support for the Commission and its clients have shaped the Commission. Bob may have retired, but he will be a great ambassador for apprenticeship and trade certification into the future.



Joe Black, Chief Executive Officer

Introduction

Along with economic opportunities come a number of challenges – challenges that must be met if Saskatchewan is to take full advantage of its newfound prosperity. The Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) plays a key role in the province's labour market development. Apprenticeship and trade certification is essentially a labour market development program that provides a platform for workplace training and industry certification in approximately 50 skilled trades. To become a registered apprentice in the program, the apprentice must be employed with an employer who is willing to register the apprentice with the SATCC and provide the workplace training that will allow the apprentice to learn and accomplish the competencies of the skilled trade that result in a Journeyperson Certificate of Qualification.

In this context, the Apprenticeship and Trade Certification Program is a demand side training program, serving the needs of persons who are employed and registered in a skilled trade. Apprenticeship is different from the supply side pre-employment type training programs that are generally offered in a post-secondary training institution and prepare graduates for the workforce. Apprentices are employed, fully engaged in their chosen careers and contributing significantly to Saskatchewan's growing economy.

The Apprenticeship and Trade Certification Program works best when all employers in the province are fully engaged in the program and use it as a means to develop their workforces. All employers recognize the benefits of trained, competent, certified journeypersons in their workplaces. However, not all eligible employers participate in the program. This lack of participation became very evident this past year through a study, conducted by the Ministry of Advanced Education, Employment and Labour. Many employers by-pass the apprenticeship system and rely on rewards and incentives to entice certified tradespeople away from the employers who trained them rather than invest in their development through the Apprenticeship and Trade Certification Program. This study - *Apprentice Employment in the Public Sector: An Opportunity that is Overdue* - highlights that the public sector does not engage in the registration, training and certification of tradespeople to the extent it could or should. The Commission has turned its efforts to educating public and private sector employers on the benefits of hiring, training and certifying skilled trades workers under the Apprenticeship and Trade Certification Program.

Many employers have historically experienced the benefits of apprenticeship training and certification as a means to develop their human resources and have escalated their participation in the program by registering greater numbers of apprentices. The increased registrations have resulted in record numbers of participating apprentices. These increases bring several new and unanticipated challenges to the Commission, but the pressures of these challenges are being met, services have improved and more and more apprentices are being trained.

The Commission will continue to meet the needs of Saskatchewan industry by registering all apprentices with employment contracts, ensuring that all training needs are met, and maintaining the continuous high standards for training outcomes that industry expects of the Commission.

Balancing the Perspectives

The industry-led Commission, with its balance of employer and employee representation on all of its boards, is in a unique position to reflect a balanced perspective on the labour market. The Commission is able to mediate and accommodate competing interests and create an atmosphere of cooperation and collaboration among its stakeholders. The Commission is actively involved in developing national occupational standards and using these Interprovincial Red Seal standards for provincially designated trades. This allows the Commission to serve a mobile, competitive workforce that can contribute to the economy of Saskatchewan and to the entire country. To make the balanced approach work, employers must commit to on-the-job training both for the good of their businesses and the benefit of their employees. They must also support apprentices to complete the technical training components of their programs to become trade certified in a timely manner.

The Commission, along with its training partners, attempts to accommodate both employers and apprentices by providing options for training and training locations. Training partners have been very supportive in these initiatives and their efforts result in higher levels of employer and employee satisfaction with the apprenticeship program.

The Commission remains very active in promoting skilled trades as "first choice" careers. The Saskatchewan Youth Apprenticeship Program is growing and now involves 3,022 students in 145 high schools. Benefits to students and potential employers are enormous. Regular and sustained contact with school divisions and school staff provides the Commission with visibility among students. Partnerships with organizations such as SIAST, the Canadian Apprenticeship Forum and Skills Canada Saskatchewan are important to the ongoing efforts to promote apprenticeship and create awareness among youth of careers in the skilled trades.

The SATCC Contribution to Workforce Development

The Commission enjoys status as an industry-led organization, but at the same time, operates as an agency of executive government that has close links to the Ministry of Advanced Education, Employment and Labour. As the agency in the province that provides the highest level of trades certification, the Commission is a key element in public policy related to the development of a skilled and competitive workforce. A major component of public policy will be to ensure that the skilled trades workforce is representative of the general population. The Commission invests resources in the Aboriginal Apprenticeship Initiatives, participates on the steering committees for both the Regina and Saskatoon Trades and Skills Centres, plays a role in ensuring new Canadian workers have the skills required to be successful in their new homeland and also has a seat on the Saskatchewan Labour Market Commission.

Aboriginal participation in apprenticeship is now at 15.3 per cent of all registered apprentices. Although the numbers are strong and positive, the Commission will need to focus more energy and resources on increasing the completion rates for apprentices of Aboriginal descent.

Enhancements to Saskatchewan's Immigrant Nominee Program and building linkages with selected countries are expected to increase the number of newcomers to Saskatchewan. The Commission must be prepared to certify tradespersons through its normal trade time assessment processes as well as through the recognition of foreign credentials. Forecasts predict that by the mid-century mark Saskatchewan's population growth will mainly result from immigration. The Commission will be well-positioned to ensure the successful transition of immigrant tradespersons to successful, competent Canadian journeypersons.

Commission Overview

The Saskatchewan Apprenticeship and Trade Certification Commission is an industry-led agency with a legislated mandate to govern and manage the apprenticeship system in Saskatchewan. The purpose of the Commission is to develop industry occupational standards in apprenticeship trades and provide services to employers and tradespersons supporting certification based on those standards. Through the industry board structure and the *Apprenticeship and Trade Certification Act, 1999*, the Commission is accountable to the industry it serves and to the Government of Saskatchewan.

Our Vision
A skilled and representative trades workforce, industry trained and certified.

The Commission fulfills its mandate to develop and deliver a relevant, accessible and responsive apprenticeship training and certification system to meet the needs of employers, apprentices, journeypersons and tradespersons. The Commission uses its human, financial and capital resources in support of its vision, mandate and goals.

The apprenticeship system delivers a wide array of programs and services to employers and tradespersons. These include:

- journeyperson and apprentice certification;
- career awareness;
- designation of new trades;
- industry occupational standards development;
- curriculum and examination development;
- apprentice and tradesperson registration and documentation;
- apprentice/tradesperson assessments and counseling;
- workplace assessments;
- purchasing and scheduling institutional training;
- apprentice and tradesperson testing;
- processing and paying training allowances;
- ensuring compliance with apprenticeship regulations; and
- access to the Interprovincial Standards Red Seal Program and the Red Seal endorsement.

The Commission is guided by the following principles and values in its internal work with its partners and clients:

Industry-Focus: Apprenticeship employers and employees are the principal providers, clients and partners in apprenticeship, and therefore have a leading role in the direction and governance of the apprenticeship system.

Collaboration: Partnerships and teamwork in an environment of trust and respect strengthen the apprenticeship system.

Responsiveness: Assistance and services are provided to industry, partners and clients in a pro-active, timely and effective manner.

Equity: Employers and individuals benefit from a diverse, broadly inclusive apprenticeship workforce, including the workforce of the Commission.

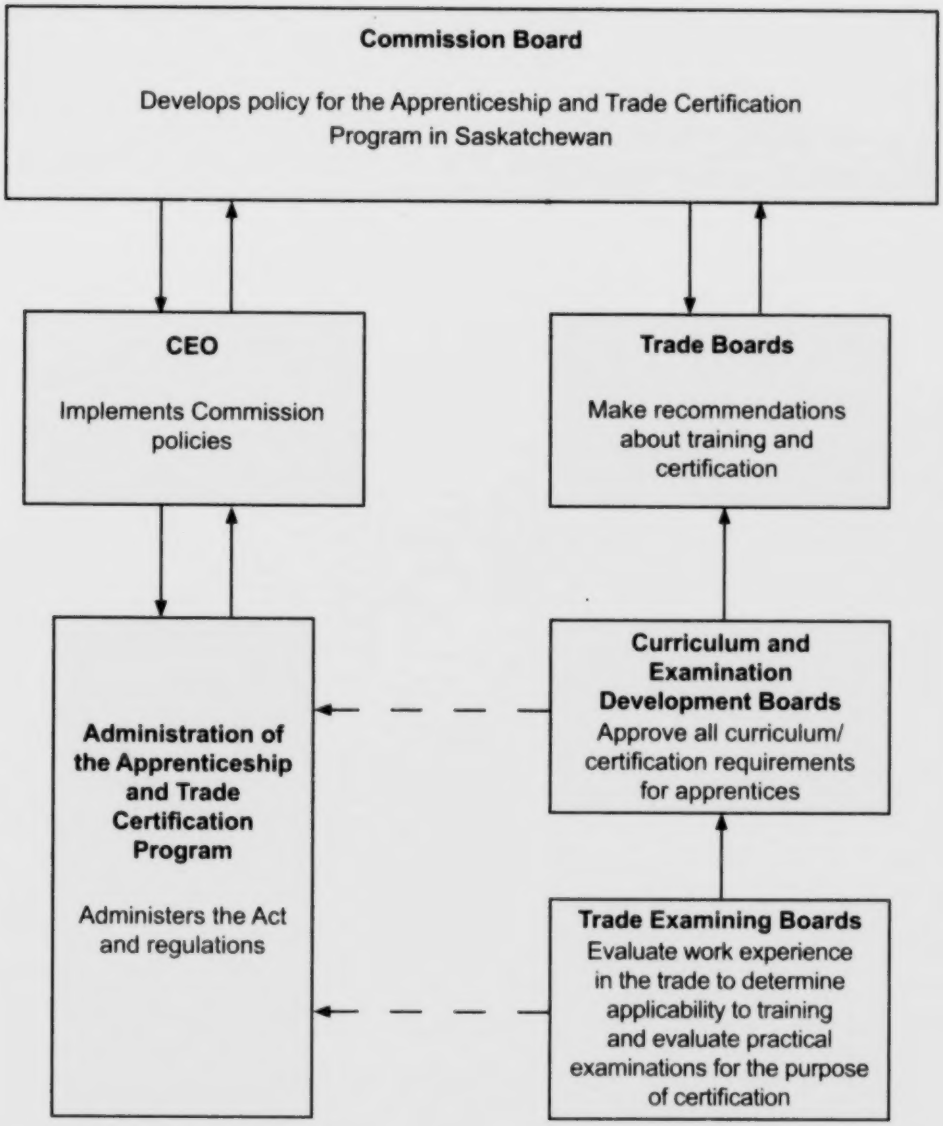
Transparency: Open, regular and clear communication is essential.

Accountability: The apprenticeship system is accountable to clients, industry and government to develop and maintain a skilled and certified trades workforce.

The Commission adds value to society by:

- ensuring standards are met;
- providing training and certification;
- supporting career development;
- increasing employability;
- increasing worker mobility; and
- enhancing public protection.

Saskatchewan Apprenticeship and Trade Certification Commission Profile


Commission Board
Develops policy for the Apprenticeship and Trade Certification Program in Saskatchewan
CEO
Implements Commission policies
Trade Boards
Make recommendations about training and certification
Administration of the Apprenticeship and Trade Certification Program
Administers the Act and regulations
Curriculum and Examination Development Boards
Approve all curriculum/ certification requirements for apprentices
Trade Examining Boards
Evaluate work experience in the trade to determine applicability to training and evaluate practical examinations for the purpose of certification

Organizational Chart - June 30, 2008

A Model Employer

In 2007-08, the Commission continued to promote its representative workforce strategy to encourage employers to hire Aboriginal people, youth, women, people with disabilities and members of visible minorities. In keeping with this objective, the Commission makes a conscious effort to provide opportunities for these identified groups. The table below indicates the status of our workforce at June 30, 2008.

Saskatchewan Apprenticeship and Trade Certification Commission
Employment Equity Workforce Analysis

	Total Employees	Persons of Aboriginal Ancestry	Persons with Disabilities	Members of Visible Minority Groups	Total Management Positions*	Women in Management	Women in Non-traditional Occupations
Period ending June 30, 2006	58	9 (15.5%)	5 (8.6%)	4 (6.9%)	4	2 (50%)	4 (26.7)
Period ending June 30, 2007	61	7 (11.5%)	4 (6.6%)	4 (6.6%)	4	1 (25%)	4 (22.2%)
Period ending June 30, 2008	56	9 (16.1%)	3 (5.4%)	3 (5.4%)	3	1 (33.33%)	4 (25%)
Saskatchewan Demographics		14.3%	9.70%	3.10%		47%	47%

**The Chief Executive Officer is not an employee of executive government and is not considered in these statistics. The Strategic Advisor to the CEO position was vacant at June 30, 2008.*

The Apprenticeship and Trade Certification Program

Administering *The Apprenticeship and Trade Certification Act, 1999* ("The Act") and the associated regulations includes the following responsibilities and activities:

- Administrative support for registration and record keeping.
- Assessment of work experience and prior learning.
- Administrative support/facilitation of board activities.
- Development and implementation of an annual training plan.
- Development and administration of examinations.
- Administration of certificates.
- Monitoring of program and regulations through employer visitations.
- Administration of apprentices' allowances for technical training.
- Partnerships with various sectors of industry and government.
- Development and implementation of provincial programming/special initiatives.
- Participation and leadership in interprovincial apprenticeship and trade certification and related activities.
- Development and implementation of program promotion/awareness materials and campaigns.
- Management of financial and human resource issues.

Governance

Authority

Saskatchewan's *Apprenticeship and Trade Certification Act, 1999* establishes the Commission as a Corporation and Agent of the Crown. A board of twenty or fewer members is appointed by the provincial government. The majority of board members are selected by industry, and equally represent employers and employees. The Commission Board also has representation from SIAST, the provincial government and equity groups. The Commission reports to a minister of the provincial government who is responsible for the administration of the Act, currently the Minister of Advanced Education, Employment and Labour.

The Apprenticeship and Trade Certification Act 1999 authorizes the Commission to manage the Apprenticeship and Trade Certification system.

Commission Board Responsibilities

The Commission:

- designates trades for apprenticeship training and certification;
- generates, retains and expends revenues;
- registers apprentices and journeypersons, monitors their training and provides certification of skill levels achieved;
- determines and charges fees for products and services;
- enters into agreements for training delivery; and
- represents Saskatchewan on interprovincial initiatives.

The Act gives the Commission the authority to make regulations to ensure the efficient and effective operation of the apprenticeship system to meet the needs of industry in a timely manner. The Act also ensures accountability to both industry and government.

Committees

The Commission Board has a committee structure to facilitate the work of the Board and develop recommendations for the Board's consideration in matters of policy and operations. The committees are:

- Executive Committee: Acts with the full powers of the Board in situations when it is not possible to hold a full Board meeting.
- Finance/Audit Committee: Assists the Board in exercising due diligence over the financial affairs of the Commission, including the annual audit.
- Standards Committee: Assists the Board as it considers issues related to standards of training, certification, examinations, curriculum and entrance requirements; and provides guidance to Trade Boards on standards related to those issues.
- Representative Workforce Committee: Promotes the development of policies and practices that support and facilitate the growth of an apprenticeship workforce representative of the population of Saskatchewan and demonstrates leadership through modeling a workforce representative of the population of Saskatchewan.
- Innovation Committee: Researches new ways to deliver training and to support apprentices and employers in order to raise the profile of the trades and reduce barriers to participation.

Commission Board Members - June 30, 2008

Commission Board Chairperson
Paul McLellan

Commission Board Vice-Chairperson
Garry Kot

Agriculture, Tourism and Service Sector
Employees: Hazel Hack
Employers: Tom Mullin

Construction Sector
Employees: Garry Kot, Randy Nichols, Doug MacCallum
Employers: Paul McLellan, Doug Christie, Brent Waldo

Production and Maintenance Sector
Employees: Mervin Roncin
Employers: Jim Deck

Motive Repair Sector
Employees: Tim Earing
Employers: Walter Wilkinson

Persons with Disabilities/ Racialized Canadians/Working Poor
Doug Mitchell

First Nations
Vince Morrissette

Métis
Brett Vandale

Northern Saskatchewan
vacant

Women In Trades
Marral Thomson

SIAST
Keith Hanson

Ministry of Advanced Education, Employment and Labour
vacant

Ministry of Education
Gerry Craswell

2007-08 Results At A Glance

Summary of Performance Results

- In Saskatchewan, there are 50 designated trades. Four of the trades are compulsory apprenticeship trades.
- On June 30, 2008 there were 8,130 apprentices registered in the system: 7,248 male and 882 female apprentices.
- 1,243 persons of Aboriginal ancestry were registered as apprentices during the year.
- Dedicated funding of $400,000 was used for Aboriginal Apprenticeship Initiatives.
- About 57 per cent of registered Saskatchewan apprentices live outside the major urban centres of Regina and Saskatoon.
- 3,797 apprentices accessed technical training during 2007-08.
- 9,632 apprentices were registered and received services during the year.
- 101 tradespeople attended upgrading courses; 424 tradespeople attended updating and special courses addressing technological change and new processes.
- 1,489 written journeyperson examinations and 389 practical examinations were administered.
- The following certificates were issued in Saskatchewan between July 1, 2007 and June 30, 2008:
  - Journeyperson 1,097
  - Proficiency 53
  - Completion of Apprenticeship 912
  - Learners 254
  - Apprentice Year Cards 6,036

Key Results Areas	2007-08 Goal	2007-08 Actual
Total Registered Apprentices at June 30, 2008	7,000	8,130
New Apprentices Registered	2,400	2,853
Youth Apprentices Registered	5,000	3,022[1]
Apprentices in Technical Training	3,450	3,797
Upgraders/Updaters in Training	500	424
Allowance Claims Processed/Approved	3,550	3,898/2,250
Employer/Workplace Visits	3,500	3,314
Work Experience Assessments	16,000	18,052
Learning Disabled Assessments	50	71
Written Examinations (all types)	1,800	1,871
Practical Examinations	370	389
Journeyperson/Proficiency Certificates Issued	1,100	1,150
Industry Board/Committee Meetings	120	111
Trade Shows/Career Promotions	150	284
Revenue Generation (total non-grant revenue)	$1,748,000	$1,834,323

[1] Some students are unaccounted for because the teacher/program leader has not returned the annual school summary form.

Summary of Financial Results

Grant Revenue
The grant from the Ministry of Advanced Education, Employment and Labour increased in 2007-08 by approximately $1,205,300. It is specified for the purchase of additional training, to address increased training costs resulting from the SIAST collective agreement signed in 2007, and the transfer of funds for information technology support services.

Fees
In 2007-08, the Commission received $1,629,900 in fees for tuition, apprenticeship registration, tradesperson applications and administrative services. This represents an increase of $214,209 over the previous year. The increase reflects an increase in apprenticeship registrations and increases in the number of apprenticeship courses being taken.

Industry Contributions
The Commission has received funds as a result of an initiative involving companies awarded contracts administered by Saskatchewan Government Services. The initiative requires the contractor to contribute $0.21 per hour for every hour worked by each employee working on the contract. The contractor may submit this amount to either the Construction Opportunities Development Council or to the Commission.

- In 2007-08, the Commission received $37,220 through this initiative. This represents an increase of $19,763 over the previous year.

Salaries and Personnel Expenses
Salary costs of $2,952,698 in 2007-08 were approximately $516,700 under budget. This was primarily the result of vacancies due to retirements and movement of staff.

Program Contractual Services (Training Costs)
In the 2007-08 year, SIAST, the Commission's main training provider, delivered training valued at approximately $9.75 million. Total training costs in the year are approximately $2.12 million over the previous year, primarily due to the purchase of additional training.

Advertising, Promotion and Printing Costs
Advertising and promotional costs in 2007-08 were approximately $118,000 less than 2006-07.

Budget Deficit versus Annual Deficit
The current year activity resulted in a deficit of $485,497. The budget for the year had anticipated a deficit of $855,400. The increase in client registrations and tuition received, the increase in grant funds received to cover Commission and SIAST collective agreement costs and savings in the salary expenses resulted in a smaller deficit than budgeted.

Accumulated Surplus
The accumulated surplus at the end of the fiscal year of $1,331,872 is comprised of financial and non-financial assets. Net financial assets make up $1,092,893 of the total, of which $123,191 is restricted for Aboriginal initiatives and will be disbursed in the next fiscal year. Of the remaining $969,702, the Commission Board's policy requires $584,000 to be maintained as a reserve to cover unforeseen circumstances.

The accumulated surplus will enable the Commission to respond to anticipated incremental demand for apprenticeship services and training as a result of higher than anticipated registrations this year.

Budget Overview for 2008-09
The Commission is projecting a deficit for 2008-09 in the amount of $357,300 before amortization.

Wage-related and training costs in the 2008-09 budget were developed based on changes in the public sector Collective Bargaining Agreements and provincial government guidelines for out-of-scope employees.

The budgeted salaries expense in 2008-09 includes a 15 per cent vacancy rate. It is expected that retirements and staff movement due to increased job opportunities will continue into the future.

2007-08 Performance Results

Medium-term Outcome 1: Employer Training Commitment - Effective infrastructure for apprenticeship skills development for employers of skilled tradespersons

In the typical apprenticeship contract, some 80-85 per cent of learning occurs on-the-job while the balance takes place in a classroom, lab or shop setting. The employer's ability to provide the apprentice with opportunities to engage in a broad range of the tasks of the trade and to provide him or her with competent supervision and mentoring is a very important component of the program.

SATCC undertakes a number of activities to support the relationship between the employer and apprentice. These include:

- Assisting employers, apprentices and supervising journeyperson to understand and meet the workplace training requirements of the apprenticeship program.
- Providing information about the services and benefits of the apprenticeship program to apprentices, tradespersons, workplace mentors and employers.
- Evaluating individual workplaces for the delivery of on-the-job apprenticeship training.
- Developing and distributing standards and guidelines for on-the-job training.
- Developing workplace training plans for individual employers and apprentices.

To create and maintain effective infrastructure for apprenticeship skills development, the Commission's key partners in achieving this outcome will be: employers, apprentices and tradespersons, employer associations, unions, apprenticeship authorities of the other 12 provinces and territories (CCDA), sector councils and governments.

Outputs:

- Contracts of apprenticeship
- Annual Training Needs Assessment
- Training Plans for individual employers and apprentices
- Promotional handouts
- Industry participation on boards
- Employer and employee input to Commission practices and operations
- Joint recruitment efforts with industry
- Structured on-the-job training
- Human Resource Plans for the trades and sectors

Performance Measures

- Number of new employers in the system
- Number of new apprentices registered
- Proportion of apprentices who advance a level each calendar year
- Employer satisfaction that the training and certification provided by the apprenticeship system meets their need for skills development
- Proportion of equity group apprentices is reflective of the working age population

Short-term Outcome 1a: Current and relevant industry standards for occupations, curricula, training and certification

The efforts that the Commission makes in designing and maintaining standards must be credible and useful to Saskatchewan industry. The majority of designated trades are interprovincially recognized through the Red Seal Program, the maintenance of which is a joint effort between the Commission and other jurisdictions. The standards and curricula for these must meet the needs of the Canadian economy for mobile workers. Other trades are provincially recognized and depend on the Trade Boards for leadership in standards development and maintenance. In either case, employers and employees contribute to the development and maintenance efforts and must be satisfied with the final product.

In general, the active trades have had strong representation from industry on Trade Boards, Curriculum and Examination Development Boards (CEDB) and Trade Examining Boards (TEB). The Commission is responsible for maintaining the standards in five Red Seal trades and participates in maintaining the other 44 Red Seal trades. The

Commission manages the renewal process for the various boards and strives to balance the interests of rural and urban areas, different sectors, mature and start-up industries and employers and employees. While most employers remain committed to apprenticeship and comprehensive training, some have difficulty committing time to standards development. Others are reluctant to make the investment in certified training for various reasons, one of which is the fear of having their employees poached by others.

Key Results:

- Revised Red Seal examination item bank for Mobile Crane Operator for which Saskatchewan is responsible; translation is pending.
- Revised Red Seal examination item bank for Concrete Finisher for which Saskatchewan is responsible; translation is pending.
- Revised Red Seal examination item bank for Agricultural Machinery Technician; currently awaiting item finalization.
- Developed program materials for the newly designated Esthetician trade.
- Revised four on-the-job training guides.
- Revised 16 examinations.
- Monitor pilot where final level apprentices are exempted from the ratio requirements.
- In a recent survey, over 95 per cent of employers and over 90 per cent of apprentices rate the competencies prescribed by the Commission as relevant.

Short-term Outcome 1b: Better supply and demand balance in the apprenticeship trades labour market

The recruitment decisions of employers and the careers that workers choose are largely a function of the labour market. A large part of the Commission's role is to ensure that the skills developed by the apprentice are those required by his or her employer. At the same time, the Commission is a key player in the larger human resource strategy that seeks to predict future labour requirements and puts in place the programs that will meet that need. Through collaboration with industry, government and training institutions, the Commission helps to ensure skilled labour is available to meet the skilled labour demand.

Commission staff will assist an employer with training plans to ensure workers can be trained on the job during busy work periods and when the prerequisite journeypersons are not available in sufficient numbers. They will also provide for

Program Development Activity	2006-07	2007-08
Examinations Reviewed/Implemented		
• Interprovincial (IP) examination	23	19
• Provincial Journeyperson	3	2
• Level/Placement	16	10
• Entrance	0	0
• Practical	2	2
• Endorsement and proficiency	4	1
• Diagnostic	5	0
• Examination Appeals Reviewed	13	20
Boards		
• Trade Board/Curriculum and Examination Development Board Meetings	130	111
• Trade Board Human Resource Plans	48	48
Trade specific program, promotional and information materials revised	649	322

assessment and counselling of workers who are struggling with technical training or examinations. By promoting a representative workforce and providing certification services for immigrant workers, Commission staff helps employers draw on under-represented sources of labour.

Since there is rarely consensus among elements of the economy on what level of labour shortage exists, the Commission must be prepared to respond to the needs of regions, trade associations, unions, employers and communities. To ensure an impartial stance, the Commission participates in research with the Ministry of Advanced Education, Employment and Labour (for example the report entitled *Labour Market Conditions for the Apprenticeship Trades in Saskatchewan 2006-09*) and the Construction Sector Council (refer to *Construction Looking Forward: Labour Requirements From 2007-2015 for Saskatchewan*). This research is shared with stakeholders and it helps them understand the Commission's rationale for decisions.

A key initiative in which the Commission is involved seeks to increase the number of apprentices in the public sector. Growing out of a report prepared in January 2007 (*Apprenticeship Employment in the Public Sector: An Opportunity That is Overdue*), the Commission encourages and supports all three levels of government and their agencies in bringing new apprentices on stream. As a follow-up, Commission staff have met with all public sector target groups identified in the study.

Key Results:

- A process was started this year to calculate the number of new employers hiring apprentices. The baseline as of June 30th was 2,214.
- Equity apprentices represent 30.8 per cent of the general apprentice population.
- During the fiscal year, 84 per cent of apprentices advanced a level.

Short-term Outcome 1c: More workers with skills that are current and relevant to the needs of industry

Short-term Outcome 1b speaks to a quantitative measure of success (better supply and demand balance) while this short-term outcome speaks to a qualitative measure of success. The Commission prides itself on the contribution of its staff and industry partners to ensure that the skills developed by apprentices are current, thus leading to a productive workforce.

As industry develops new products and services and as new technology is adopted in the workplace, the Commission will ensure that the curricula reflects these changes. In addition to changing the curriculum for apprentices, the Commission also supports updating of journeyperson skills. As the majority of learning occurs on the job, a major role is played by the Field Consultants (to ensure on-the-job training advances in step with technical training), by Program Development Officers (to ensure both on-the-job and technical training curricula are current), by Training Coordinators (to monitor apprentices' progress and schedule them for technical training) and by industry trade boards to keep Commission staff aware of changes in industrial practices.

For non-compulsory trades, the Commission has had success in providing upgrader courses for tradespersons seeking journeyperson certification. In general, success rates for tradespersons taking these courses have been higher than the Canadian average. The Commission has also entertained proposals from industry for updater courses for current journeypersons seeking to learn new technologies and practices. For instance, "lead-free solder" training was provided to electronics assembler journeypersons to meet emerging international standards. Anecdotal feedback has indicated that these courses result in enhanced workplace skills.

The Commission continues to collaborate with industry and training partners in delivering upgrader and updater programs in flexible formats. The carpenter upgrading program is being revised

to provide the option of receiving training through an online format in the fall of 2008.

The Commission had success in providing innovative and flexible delivery of apprenticeship technical training, such as:

- Rig Technician, Motorhand Level 2 training was delivered for the first time. The training took place in Estevan and was delivered by Southeast Regional College.
- An upgrading course was held for the first time for framers. The training was delivered in Saskatoon by SIAST.
- The welding trade continues to grow with a 35 per cent increase in technical training courses delivered in 2007-08.

Key Results:

- On average, across all trades, a 71 per cent success rate was achieved by apprentices on journeyperson exams. The success rate of Saskatchewan apprentices on Red Seal (Interprovincial) journeyperson exams for the 2007 calendar year was 79 per cent, compared to the national average of 69 per cent.
- On average, across all trades, a 50 per cent success rate was achieved by tradespersons challenging journeyperson exams. The success rate for Saskatchewan tradespersons challenging Red Seal exams in the 2007 calendar year was 66 per cent, compared to the national average of 49 per cent.
- 3,797 apprentices were scheduled for technical training, an increase of 15.2 per cent over the previous year.
- Over 97 per cent of employers surveyed are satisfied with the quality of the certified journeyperson following completion of apprenticeship.
- Depending on the level of training, between 87 per cent and 94 per cent of employers are satisfied with the apprentice's ability to contribute to growth and profitability of the firm.

Short-term Outcome 1d: Improved employer commitment to on-the-job skills development

The Commission has dedicated a major part of its field resources to making the employer aware of the value of a well-trained workforce. Unless the employer is willing to commit time and resources to training the apprentice in the field, the technical training component alone will not be sufficient to develop the necessary skills. Also, the need for training does not end with the achievement of journeyperson status. The employer must provide opportunities for the seasoned worker to learn new skills, including mentoring of apprentices and supervising the work of others.

In addition to the promotion of training for apprentices and tradespersons, the Commission is mandated to ensure that employers comply with journeyperson/apprentice training ratios to ensure sufficient time is available for mentoring of the apprentice. Commission field staff help newly-certified journeypersons develop mentoring and supervising skills.

Through contacts with employers, whether it is during field visits, when making presentations to industry associations or when speaking with the media, the Commission stresses the need for a representative workforce and the need to accommodate under-represented workers, including immigrants.

Key Results:

- 3,314 visits to workplaces by Field Consultants.
- In a recent survey, over 90 per cent of apprentices are satisfied with the quality of on-the-job training.
- Over 90 per cent of apprentices surveyed agreed that their employers assigned work so that the apprentice experienced the broadest range of tasks available at that workplace.
- Production and distribution of a new employer's toolkit to increase awareness and understanding of the value of participating in apprenticeship training.

Saskatchewan Apprentice Registrations of Underrepresented Groups 2001-02 to 2007-08						
Year	Total Number of Equity Members	Women	Women in Predominantly Male Occupations	Aboriginal People	Visible Minority	People with Disabilities
2001-02	1,909	1,074	291	479	19	46
2002-03	1,775	1,119	336	567	37	52
2003-04	1,920	913	257	817	58	132
2004-05	2,203	964	343	989	83	167
2005-06	2,261	872	299	1,108	98	183
2006-07	1,993	719	202	1,028	47	199
2007-08	2,500	882	278	1,243	117	258

Short-term Outcome 1e: Improved employer commitment to diversified (representative) workforce

The economy of Saskatchewan functions most effectively with the participation of all sectors of the population, including youth, women, First Nations and Métis people and new immigrants. Employers generally recognize the need to find workers among these sectors. However, there has been reluctance on the part of many employers to adjust practices and attitudes within their workplaces to ensure these under-represented sources of workers will commit to a long-term career in the trades.

The Commission has had some success in preparing workers from First Nations bands for work in the trades and is reaching out to youth through the Saskatchewan Youth Apprenticeship initiative. In an informal way, Field Consultants have promoted the benefits of a representative workforce to their employer contacts.

As labour shortages affect Saskatchewan's economy, the need for a diversified workforce is more critical and the Commission is being called upon to provide more leadership in this area. In collaboration with labour and employer organizations, the Canadian Apprenticeship Forum and community groups, the Commission develops better promotional materials and increases visibility of this issue among clients.

Key Results:

- Ads and promotional materials directed to employers, women in non-traditional trades, people of Aboriginal ancestry and youth have been developed.
- The Commission continues to update both apprenticeship program and examination information to provide employers and employees with up-to-date information. In the last year, 322 revisions were completed.
- For a given designated group, the cohort of apprentices reflects their proportion of the province's working age population (see above chart).

Medium-term Outcome 2: Trade Skills Development: Increased trade-specific competencies for apprentices and tradespersons

Over time, apprenticeship has developed as a viable training system because it meets the need for a recognized standard that supports worker mobility. Since its establishment in 1944, the Saskatchewan apprenticeship program strives to be fair to both employers and workers, balancing the employers' need for skilled labour and the employees' need for marketable skills and a well-defined path to success.

The establishment and maintenance of standards involves two factors. The first is a competent cohort of program development personnel, which includes both Commission staff and industry volunteers. The second is the collaboration with partners in the education system including SIAST, the regional colleges, private sector and union trainers and national agencies, such as the Canadian Council of Directors of Apprenticeship (CCDA).

The Commission's key partners in achieving this outcome will be: apprentices and tradespersons, sector councils, employers/workplace mentors, SIAST and other post-secondary trainers, Aboriginal organizations, the Ministries of Education and Advanced Education, Employment and Labour, and the CCDA.

SATCC shows leadership in standards development and maintenance by engaging in activities that include:

- Developing, reviewing and/or validating the National and/or Provincial Occupational Analyses (NOAs/POAs) for all existing and potential designated trades in Saskatchewan.
- Developing, revising and/or approving technical training curricula for all designated trades in Saskatchewan.
- Developing and distributing standards and guidelines for on-the-job training.
- Assisting employers, apprentices and supervising journeypersons to understand and meet the workplace training requirements of the apprenticeship program.
- Evaluating individual workplaces for the delivery of on-the-job training.
- Developing workplace training plans for individual employers and apprentices.
- Developing, revising and validating examinations for use in designated trades in Saskatchewan.
- Participating in and contributing to the Inter-provincial Standards and Examination Red Seal Program across Canada.
- Developing essential skills profiles for designated trades.
- Assessing work experience of apprentices and tradespersons.
- Assessing technical training of apprentices and tradespersons.
- Administering exams to apprentices and tradespersons.
- Issuing credentials to apprentices and tradespersons.

Outputs:

- Recognition of Prior Learning (RPL) for apprentices/tradespersons
- Year cards, journeyperson certificates, proficiency certificates, special permits
- Industry-approved NOAs/POAs
- Industry-approved technical training curricula
- Industry-approved examinations
- National/Provincial standards and Red Seal endorsement/provincial certification
- Post-journeyperson updating
- Effective assessment tools
- On-the-job training guides
- Updated national exam banks for Red Seal trades hosted by Saskatchewan

Performance Measures

- Employer satisfaction with performance of trade-specific competencies
- Employer satisfaction with the apprentice's ability to apply theoretical knowledge
- Mobility as demonstrated by the proportion of candidates in each trade who achieve certification with the interprovincial Red Seal
- Pass rates on examinations

Short-term Outcome 2a: Broader recognition that apprenticeship training and trade certification meet industry-defined standards

Employers will participate in the apprenticeship program as long as the prescribed curricula help apprentices develop or enhance knowledge, skills and attitude. It is also important that the general public recognizes that a journeyperson or a given level of apprentice has met an industry-accepted standard. The Commission depends on its industry partners – whether at the Trade Board, Commission Board or interprovincial level – to help set these standards.

In some 75 per cent of the designated trades, the Commission has adopted the Red Seal standards and uses the Red Seal examination (the rest of the trades are provincially designated only and do not have a Red Seal equivalent). Saskatchewan manages development in five of the Red Seal trades and contributes to the maintenance of the others. Provincially developed and certified trades are maintained by a similar process in which reference groups selected from employers and employees develop or modify the curricula and examinations.

The Commission maintains links with other jurisdictions through the CCDA and sometimes works with a selected group of jurisdictions to develop trades relevant to these jurisdictions. An example is the rig technician trade with British Columbia, Northwest Territories and Alberta. A continual challenge for the Commission is maintaining the necessary technical expertise in such a broad variety of trades.

Key Results:

- Nearly 74 per cent of respondents in a survey of the public stated that the term "journeyperson" indicated that the titleholder had met a recognized standard and was certified and competent to complete the assigned task.
- Nearly 96 per cent of employers "agreed" or "strongly agreed" that the competencies listed by SATCC for the trade are supported by industry.
- Almost 95 per cent of apprentices "agreed" or "strongly agreed" that the competencies listed by SATCC for their trade are important to his or her ability to perform on the job.

Short-term Outcome 2b: Improved performance of trade-specific skills by apprentices and tradespersons

From the employer's perspective, the real test of the utility of a training system is the ability of the graduates to perform the tasks of the trade competently. Both the curriculum and examinations for each trade are designed to address the competence in the selected tasks. The final test is the informed opinion of the employer in judging the performance of the individual apprentice or journeyperson.

In most cases, because the curriculum is industry-derived and updated on a regular cycle, the standards and resources will have been in place to ensure success. However, there may be times when a specific skill is more in demand and an increased or renewed focus is necessary.

By conducting learning ability testing, and by referring a client to an appropriate agency, the Commission can help ensure that the essential skills to support learning are available. If the barrier is the lack of mentoring skills, the regional Field Consultant has access to tools to help journeypersons and supervisors develop the required skills.

Key Results:

- The average success rate on interprovincial journeyperson examinations exceeded 72 per cent.
- Over 97 per cent of employers surveyed are satisfied with the quality of the journeyperson following completion of apprenticeship.
- Over 94 per cent of employers are satisfied with the final level apprentice's ability to contribute to growth and profitability of the firm.

Short-term Outcome 2c: Increased ability of apprentices to apply theoretical knowledge to perform higher-level skills in the workplace

The ability to analyze each situation and to synthesize experience and theoretical knowledge to produce the desired result has been the hallmark of the true "tradesperson." These analytical skills arise three ways: intrinsically (linear thinking), through case studies (during technical training or as related by a mentor) or through hands-on experience.

The curricula for technical training is designed and delivered in a way that promotes analytical and critical thinking. This is reinforced by testing for these skills in the final examination.

A challenge for the Commission is that each workplace is different and, because of the nature of the work or the organizational structure, opportunities to develop these analytical skills may be few and far between. Special updater courses may need to be designed for those who work at repetitive or mundane tasks to improve their skills in applying fundamentals to troubleshooting or other tasks requiring decisions to be made.

Key Results:

- Depending on the level in question, the survey indicated between 89 per cent and 92 per cent of employers are satisfied with the apprentice's ability to perform the tasks of the trade as expected.

Short-term Outcome 2d: Increased mobility of labour enabling employers to hire from a national apprenticeship labour force and enabling journeypersons to change employers and/or work locations

Studies have consistently shown that a highly-mobile workforce correlates well with a successful economy. While an employer may regret the loss of an individual employee who seeks opportunities elsewhere, most recognize that transferable, recognized skills are important to the success of their sector.

In general, by adhering to Red Seal or otherwise industry-driven standards, the Commission has provided the necessary mobility options for apprentices and journeypersons. During the past year, Commission Program Development staff continued their hosting responsibilities for five Red Seal trades. Three interprovincial examination banks were fully revised and two are ongoing and nearing completion.

The Interprovincial Program Guide is an ongoing project which involves the development of learning outcomes for all levels of training. The intent is to provide training providers with a tool to balance and match curricula at all levels of apprenticeship training. Should this document be adopted by all jurisdictions, this would further enhance true mobility at the apprenticeship level.

Saskatchewan takes a leadership role in interprovincial activities including labour mobility by participating on several national committees. Examples include:

- The CEO of SATCC, Joe Black, has assumed the role of Chair of the Canadian Council of Directors of Apprenticeship (CCDA) which has overall responsibility for the Interprovincial Standards Red Seal Program.
- Rick Ewen, Director of Apprenticeship, has moved on from his former ISEC responsibilities, but remains one of Canada's key resources on the Interprovincial Computerized Examination Management System (ICEMS).
- Chris Stubbs, Assistant Director of Programs, took over this year from Rick Ewen as Saskatchewan's representative on the Interprovincial Standards and Examination Committee (ISEC) and has also accepted the position of Vice-Chair of this Red Seal Program national work group.

Key Results:

- Of 8,130 apprentices, 7,768 or 95 per cent were registered in a Red Seal trade.

- Of 1,187 successful attempts at the journeyperson examination, 1,149 or 97 per cent were in a Red Seal trade.

Short-term Outcome 2e: Increased inclusion of Aboriginal people, women, visible minorities, people with disabilities and northerners.

The long-term success of Saskatchewan's economy depends on our ability to successfully integrate marginalized groups into the workforce. A growing Aboriginal working age population and an increased emphasis on immigration mean that old paradigms of enthusiastic rural kids filling the available jobs will no longer hold.

The Commission has put resources into meeting its commitment to a representative workforce in the organization and participation of marginalized groups in the workforce is encouraged. Specific to Aboriginal participation in apprenticeship, the Commission funded nine projects for approximately $400,000 in 2007-08.

The Saskatchewan Youth Apprenticeship (SYA) Program was incorporated in the curriculum at 145 schools (seven of which were in the north) with a view to encouraging high school students to consider careers in the skilled trades. To support this initiative, the Commission added an SYA Liaison (moving the incumbent to a lead role) and an administrative assistant.

While progress has been made over the last decade, the Commission still faces the challenge that trades careers have a reputation of being hard and dirty work, being only for white males and being somehow less than a first choice career. By working collaboratively with the K-12 school system, judicious media advertising and the use of role models from the award winning apprenticeship cohort, the Commission is working to change that image.

Key Results:

- Aboriginal registrants made up 15 per cent of the current cohort of apprentices.
- Women in predominantly male occupations made up 3 per cent of the current cohort of apprentices.
- Visible minority registrants made up 1 per cent of the current cohort of apprentices.
- Persons with disabilities made up 3.2 per cent of the current cohort of apprentices.

Short-term Outcome 2f: Increased levels of acceptance of trade practices and standards by the consumer

The premium pay rates for journeypersons, and the premium that can be charged for work completed by a journeyperson employee, are justified by the quality and safety inherent in that status. However, these premiums can be sustained only if the consumer recognizes the inherent value. That is, the customer will only pay more if it is generally accepted that a trained apprentice or journeyperson offers a better level of service than does a non-indentured, non-certified tradesperson.

While word-of-mouth is the best advertising for the quality associated with trade certification, the Commission must continue to educate the general public. Surveys have shown that employers perceive the general public to have a negative opinion of tradespeople. The Commission can work with industry partners to change attitudes.

Important partners in any promotional effort will be the Canadian Apprenticeship Forum, the Construction Sector Council and other umbrella associations that have developed resources for this purpose.

Key Results:

- Nearly 74 per cent of respondents in a survey of the public stated that the term "journeyperson" indicated that the titleholder had met a recognized standard and was certified and competent to complete the assigned task.
- Over 81 per cent of respondents in a survey of the public agreed that the trades are valued by society.

Medium-term Outcome 3: Validation of Trades Careers: Increased recognition by Saskatchewan public of skilled trades as legitimate, valuable and rewarding career choices

There has been a general perception among both employers and workers in the trades that a career in a trade was a second or third choice career for most young people. However, the higher profile that trades careers are currently receiving in the media, and the promotional efforts of the Commission and its partners, may be changing that perception. A survey recently completed on behalf of the Commission shows that both high school students and the public have a more positive attitude towards a career in the skilled trades than do either employers or apprentices.

In general, trades careers have not been taken up enthusiastically by marginalized groups. The Commission and its industry partners have expended, and will continue to expend, considerable effort in reaching out to these groups. Examples include participation in Skills Canada Saskatchewan competitions and cardboard boat races, SaskWITT programs and Saskatchewan Youth Apprenticeship in First Nations schools. Other jurisdictions are working in parallel directions and the Commission has been able to take advantage of the work these agencies have done.

In order to reach as broad an audience as possible (career choices are influenced by many sources – some of whom may not be aware of opportunities in the skilled trades), the Commission has targeted students in the K-12 system, their teachers and parents and the general public in promotional efforts. In this initiative, the Commission is collaborating with employers, labour organizations, the Ministries of Education and Advanced Education, Employment and Labour, public and private sector trainers, the federal government (particularly Human Resources and Social Development Canada), the equivalent apprenticeship agency in other provinces, the Canadian Apprenticeship Forum and Skills Canada/ Saskatchewan.

SATCC shows leadership in promoting trades careers by engaging in activities that include:

- Promoting skilled trades as first choice careers to youth, under-represented groups and the public.
- Producing, posting and distributing publications and electronic media for youth, apprentices, tradespersons, employers and the public.
- Participating in career and trade fairs for students and the public.
- Promoting school completion and helping youth acquire essential skills.
- Working with sector partners to provide recognition and certification of competencies and practices whenever appropriate.
- Promoting to industry partners the value of designating trades and subtrades to provide clear career pathways for recruits.
- Collaborating with other jurisdictions in designating emerging trades.
- Recognizing the achievements of outstanding new journeypersons and apprenticeship partners.
- Promoting the value of a representative apprenticeship workforce to employers, under-represented groups and the public.

Outputs:

- Communications strategy
- Information resources (brochures, displays, ads, videos, reports, etc.)
- Apprenticeship website
- Annual awards event
- Additional trades designated
- Contributions to sector reports
- Representative workforce strategy and employment equity report

Performance Measures

- Average age of level 1 apprentices
- Attitude of the general public towards trades
- Attitude of Grades 11 and 12 students towards the career opportunities in the trades and increased awareness of the essential skills required
- Demand for SYA programming

Short-term Outcome 3a: Increased understanding by actual and potential apprentices and the general public of trade opportunities and success requirements

Given the breadth of knowledge required, and the advance of technology in many of the trades, it is no longer possible to be successful without the essential skills that arise from completion of a secondary school program. It is encouraging to note that high school counselors are recognizing this and are encouraging students to enter the skilled trades after completing their education at the secondary level.

The Commission's research has shown that parents and other people influencing young people are increasingly aware of opportunities in the skilled trades. Pessimistic attitudes are actually more common among those who are closer to the industry. The Commission has work to do in designing positive messages for industry partners.

In the past year, the SYA Program expanded to be available to all schools in the province. A second SYA liaison and an administrative assistant have been engaged to manage this expansion.

The Commission has supported the "Seeds of Success" radio program that delivers a positive message from Aboriginal workers in skilled trades and technologies. The Commission also supports a number of Aboriginal-centred newspapers that provide a forum to reach Aboriginal youth.

Key Results:

- Tracking the age of new registrants began in 2007-08. The average age of this cohort was 26.4.
- In a recent survey, over 81 per cent of respondents from the public agreed that the trades are valued by society and 94 per cent agreed that a career in the skilled trades provides a great future.
- In a recent survey, 73 per cent of high school students agreed that the trades are valued by society and a similar number agreed that a career in the skilled trades provides a great future.
- Approximately 75 per cent of the general public and 70 per cent of high school students disagreed that skilled trades are for those who cannot achieve the academic standing to go to university.
- There were 728 vignettes and 520 promotional spots that ran in the "Seeds of Success" campaign on more than 12 Saskatchewan radio stations.

Short-term Outcome 3b: Increased understanding by employers and tradespersons about the benefits of trades training and certification

Even in those industries where there is a clear link to an existing skilled trade, employers do not always recognize the need for certifying their workers to an accepted standard. Sometimes the employer is happy with a minimal in-house training program. In some cases, the employer (especially in the case of large transnational employers) has invested in a company specific comprehensive training program. Occasionally, the employer fears disruption to operations when the Commission "interferes" in the business. Often the employer has fears of their certified employees being "poached" by other employers.

Similarly, tradespersons who continue to work without certification do so for a variety of reasons. These include fear of alienating an employer, reluctance to engage in formal learning activities and in writing examinations, and a sense that an onerous time commitment is involved in upgrading skills in preparation for challenging the certification examination.

The first step in educating employers about the benefits of certification is to get the commitment of other businesses in the same industry that use the apprenticeship model to promote the model to others. A second important method of reaching those not in the system and otherwise not connected to other businesses with apprentices is the canvassing of employers that Field Consultants complete periodically. Concentrating energies

in three or four different regions allows the Commission to reach most of the employers and provide them with information about the advantages of employing apprentices. In the past year, a blitz of employers was conducted in the North Battleford region.

Key Results:

- 3,314 employers were contacted during blitzes as well as through the normal process of Field Consultant visits.
- Depending on the level in question, between 87 per cent and 94 per cent of employers are satisfied with the apprentice's ability to contribute to growth and profitability of the firm.

Short-term Outcome 3c: Increased awareness by teachers, counsellors, school administrators, students and parents in the K-12 system that trades are a "first choice" career option

In the recent past, the Commission has heard anecdotal evidence from employers and others in contact with the school system that teachers and counselors have not promoted skilled trades as a first choice career. However, the promotions done by Commission staff and the national campaign supported by the Canadian Apprenticeship Forum seem to be having some effect. In a recent survey, high school students said that their teachers and counselors recommend apprenticeship at least as often as technical college or university.

However, the same survey indicates that there is some confusion about how trade certification works. About one-third of students and parents think apprenticeship is managed by SIAST and 20 per cent of students have not heard of the Commission. Given that half the students surveyed were from schools that have implemented the SYA Program, the number never having heard of trade certification is likely closer to half. The Commission needs to work on joint promotions that clearly show that apprenticeship is a work-based program with short periods of technical training in an institution.

Key Results:

- 167 presentations to school groups
- 145 schools participated in SYA programs
- 3,022 students registered as youth apprentices or participated in the SYA Program
- Over 30 per cent of students surveyed have indicated that they would choose a technical or trades job over any other post-secondary, employment or business option.

Short-term Outcome 3d: Increased awareness by consumers of the benefits of using/employing the services of apprentices and journeypersons

Most of the public would probably think of a journeyperson in very traditional terms. There is less likely to be a connection with a training regime or a certification process and for trades (such as Meat Cutter or Hairstylist) it is even less likely the public would even think of the service worker as being in a skilled trade. In order to make this connection, it will be necessary to raise the visibility of the trade certification. It will be important to work with partners to clearly define the message for the public. Only then will the consumer equate a competent worker with an apprenticeship and certification process.

One opportunity will be to work with the CCDA and the CAF to promote the value of employing certified skilled tradespersons.

Key Results:

- In a recent survey, nearly 74 per cent of public respondents correctly identified "journeyperson" as someone who has met a recognized standard

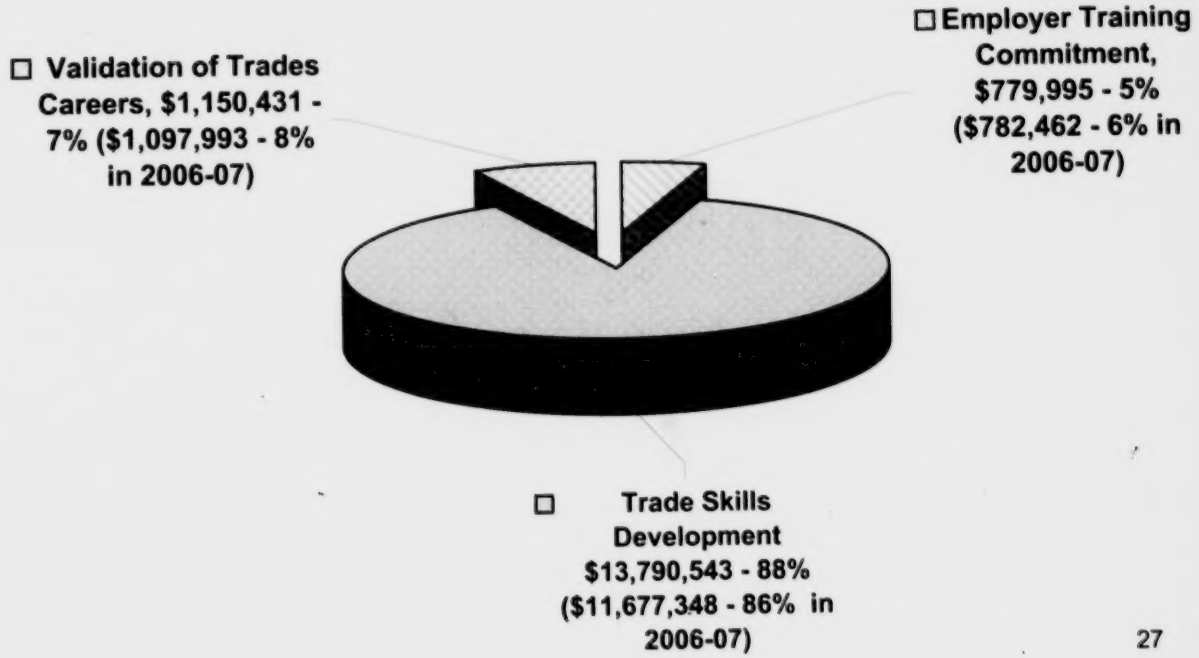
Saskatchewan Youth Apprenticeship (SYA) Program
2007-08 School Year

Total number of schools enrolled	145
Total number of students registered as youth apprentices[1]	3,022
Number of students completed (certificates sent)	501
Youth apprentices who have completed the introductory level only	676
Youth apprentices who have completed the introductory and intermediate level	160
Number of youth apprentices who registered as apprentices in the regular apprenticeship program	40
Total number of SYA presentations	167

[1]Some students are unaccounted for because the teacher/program leader has not returned the annual school summary form.

The following chart indicates the allocation of expenses for the outcomes of the Commission for the 2007-08 fiscal year.

2007- 08 Costs Attributed to Intermediate Outcomes


Validation of Trades Careers, $1,150,431 - 7% ($1,097,993 - 8% in 2006-07)
Employer Training Commitment, $779,995 - 5% ($782,462 - 6% in 2006-07)
Trade Skills Development $13,790,543 - 88% ($11,677,348 - 86% in 2006-07)

Registrations, Completions and Cancellations by Trade 2007-08

Trade	Number of Appprentices July 1, 2007	Indentures	Cancellations	Completions	Number of Apprentices June 30, 2008
Agricultural Machinery Technician	141	68	18	14	177
Aircraft Maintenance Engineer Technician*	14			14	0
Automotive Service Technician	392	127	34	41	444
Boilermaker	25	13	0	8	30
Bricklayer	50	20	0	7	63
Cabinetmaker	9	3	1	0	11
Carpenter	972	390	94	80	1,188
Subtrade: Framer	1	7	3	0	5
Subtrade: Scaffolder	110	49	4	12	143
Concrete Finisher	2	4	0	0	6
Construction Craft Labourer	22	9	11	0	20
Cook	172	60	53	7	172
Crane and Hoist Operator	12	8	5	0	15
Subtrade: Boom Truck Operator "A"	26	15	7	3	31
Subtrade: Boom Truck Operator "B"	8	6	3	1	10
Subtrade: Hoist Operator	0	0	0	0	0
Subtrade: Hydraulic Crane Operator	19	10	3	7	19
Subtrade: Lattice Boom Crane Operator	3	5	0	0	8
Subtrade: Tower Crane Operator	2	1	0	2	1
Custom Harvester	3	1	0	0	4
Drywall and Acoustical Mechanic	12	2	12	0	2
Electrician	945	393	66	114	1,158
Electronics Assembler	21	6	0	6	21
Electronics Technician (C.P.)	1	0	0	0	1
Floorcovering Installer	1	0	0	0	1
Food and Beverage Person	54	20	3	12	59
Glassworker	5	5	1	1	8
Guest Services Representative	34	12	1	7	38
Hairstylist	384	207	9	97	485
Heavy Duty Equipment Mechanic	195	108	6	23	274
Horticulture Technician	6	0	1	0	5
Industrial Instrument Mechanic	112	43	11	22	122
Industrial Mechanic (Millwright)	349	140	18	38	433
Insulator	25	15	0	6	34
Ironworker Reinforcing Rebar	0	0	0	0	0
Ironworker Structural	70	13	0	5	78
Locksmith	3	0	1	0	2
Machinist	171	55	8	26	192

Trade	Number of Appprentices July 1, 2007	Indentures	Cancellations	Completions	Number of Apprentices June 30, 2008
Meat Cutter	3	0	0	0	3
Subtrade: Processor	0	0	0	0	0
Subtrade: Slaughterer	0	0	0	0	0
Motor Vehicle Body Repairer	128	43	22	20	129
Subtrade: Motor Vehicle Body Refinisher	1	0	0	0	1
Painter And Decorator	0	1	0	0	1
Partsperson	46	12	7	1	50
Pipeline Equipment Operator					0
Subtrade: Dozer Operator	12	0	0	0	12
Subtrade: Excavator Operator	13	0	1	0	12
Subtrade: Grader Operator	2	0	0	0	2
Subtrade: Sideboom Operator	5	0	0	0	5
Plasterer	0	0	0	0	0
Plumber	636	247	55	94	734
Pork Production Technician	3	0	0	0	3
Subtrade: Breeder	10	0	0	0	10
Subtrade: Facilities	1	0	0	0	1
Subtrade: Farrowing	7	0	0	0	7
Subtrade: Grower-Finisher	10	0	0	0	10
Subtrade: Nursery	1	0	0	0	1
Power Lineperson	169	47	5	18	193
Refrigeration Mechanic	103	41	17	22	105
Rig Technician					
Motorhand (Level One)	83	111	29	0	165
Derrickhand (Level Two)	21	34	12	0	43
Driller (Level Three)	0	11	0	0	11
Roofer	40	19	1	1	57
Sheet Metal Worker	211	59	25	24	221
Sprinkler Systems Installer	28	14	1	2	39
Steamfitter-Pipefitter	106	43	16	20	113
Subtrade: Petroleum Installer Technician	4	1	0	0	5
Steel Fabricator	42	17	5	6	48
Tilesetter	4	2	0	0	6
Truck and Transport Mechanic	193	64	19	26	212
Water Well Driller	1	0	0	0	1
Welder	512	271	52	74	657
Subtrade: Semiautomatic Welding Production Operator	12	1	0	0	13
Total	**6,778**	**2,853**	**640**	**861**	**8,130**

* Aircraft Maintenance Engineer Technicians are registered by Manitoba Apprenticeship.

Attendance in Apprenticeship Technical Training Courses by Trade and Stage of Training 2007-08

Trade	Enrolment Levels				
	All Levels	First	Second	Third	Fourth
Agricultural Machinery Technician	98	34	24	21	19
Aircraft Maintenance Engineer Technician[1]					
Automotive Service Technician	213	55	33	81	44
Boilermaker	31	12	3	11	5
Bricklayer	38	15	13	10	n/a
Cabinetmaker	3	2	1	0	0
Carpenter	407	157	105	111	34
Subtrade: Framer	0	0	n/a	n/a	n/a
Subtrade: Scaffolder	62	19	12	12	19
Concrete Finisher	5	3	2	0	0
Construction Craft Labourer	0	0	0	n/a	n/a
Cook	87	25	24	38	n/a
Crane and Hoist Operator	4	3	1	0	n/a
Subtrade: Boom Truck Operator "A"	12	12	0	n/a	n/a
Subtrade: Boom Truck Operator "B"	6	6	0	n/a	n/a
Subtrade: Hoist Operator	0	0	0	n/a	n/a
Subtrade: Hydraulic Crane Operator	15	5	3	7	n/a
Subtrade: Lattice Boom Crane Operator	5	1	2	2	n/a
Subtrade: Tower Crane Operator	1	1	0	0	n/a
Custom Harvester	0	0	0	0	n/a
Drywall and Acoustical Mechanic	0	0	0	0	n/a
Electrician	722	212	224	130	156
Electronics Assembler	16	8	8	n/a	n/a
Electronics Technician (Consumer Products)	0	0	0	0	0
Floorcovering Installer	0	0	0	n/a	n/a
Food and Beverage Person**	0	n/a	n/a	n/a	n/a
Glassworker	2	1	1	0	0
Guest Services Representative**	0	n/a	n/a	n/a	n/a
Hairstylist*	5	5	n/a	n/a	n/a
Heavy Duty Equipment Mechanic	125	35	10	45	35
Horticulture Technician	1	0	1	0	n/a
Industrial Instrument Mechanic	55	24	10	9	12
Industrial Mechanic (Millwright)	256	76	69	64	47
Insulator	19	9	10	0	n/a
Ironworker Reinforcing Rebar	0	0	0	0	0
Ironworker Structural	34	11	12	11	0
Locksmith	0	0	0	0	0
Machinist	96	10	16	35	35

	All Levels	First	Second	Third	Fourth
Meat Cutter	0	0	0	0	n/a
Subtrade: Processor	0	0	0	0	n/a
Subtrade: Slaughterer	0	0	0	0	n/a
Motor Vehicle Body Repairer	70	18	12	24	16
Subtrade: Motor Vehicle Body Refinisher	0	0	0	n/a	n/a
Painter and Decorator	0	0	0	0	n/a
Partsperson	30	19	5	6	n/a
Pipeline Equipment Operator	0	0	0	n/a	n/a
Subtrade: Dozer Operator	0	0	0	n/a	n/a
Subtrade: Excavator Operator	0	0	0	n/a	n/a
Subtrade: Grader Operator	0	0	0	n/a	n/a
Subtrade: Sideboom Operator	0	0	0	n/a	n/a
Plasterer[2]	0	0	0	0	n/a
Plumber	453	145	131	96	81
Pork Production Technician	0	0	0	n/a	n/a
Subtrade: Breeder	0	0	0	n/a	n/a
Subtrade: Facilities	0	0	0	n/a	n/a
Subtrade: Farrowing	0	0	0	n/a	n/a
Subtrade: Grower-Finisher	0	0	0	n/a	n/a
Subtrade: Nursery	0	0	0	n/a	n/a
Power Lineperson	151	44	37	42	28
Refrigeration Mechanic	65	11	21	9	24
Rig Technician					
Motorhand (Level One)		20			n/a
Derrickhand (Level Two)			11		n/a
Driller (Level Three)				0	n/a
Roofer	21	16	3	2	n/a
Sheet Metal Worker	128	50	34	22	22
Sprinkler Systems Installer	16	4	11	1	n/a
Steamfitter-Pipefitter	51	15	24	0	12
Subtrade: Petroleum Installer Technician	1	0	1	0	n/a
Steel Fabricator	28	10	10	8	n/a
Tilesetter	2	1	0	1	n/a
Truck and Transport Mechanic	127	43	13	35	36
Water Well Driller	0	0	0	n/a	n/a
Welder	305	132	70	103	n/a
Subtrade: Semiautomatic Welding Production Operator	0	0	n/a	n/a	n/a
TOTAL	**3,797**	**1,269**	**967**	**936**	**625**

[1]Aircraft Maintenance Engineer Technicians are registered with Manitoba Apprenticeship

[2]Plasterer - There is presently no technical training available in Canada for this trade

*Technical training is completed prior to registration 2007-08 had a pilot conducted using the apprenticeship model

**Technical training is in partnership with Saskatchewan Tourism

n/a - No applicable training for this trade/level

Journeyperson Examinations 2007-08

Trade	Total Exams Written	Total Successful	Total Unsuccessful
Agricultural Machinery Technician	23	21	2
Aircraft Maintenance Engineer*	n/a	n/a	n/a
Automotive Service Technician	67	42	25
Boilermaker	10	9	1
Bricklayer	12	9	3
Cabinetmaker	0	0	0
Carpenter	108	88	20
Subtrade: Framer	12	6	6
Subtrade: Scaffolder	28	21	7
Concrete Finisher	3	0	3
Construction Craft Labourer	26	24	2
Cook	64	37	27
Crane and Hoist Operator	2	2	0
Subtrade: Boom Truck Operator "A"	1	1	0
Subtrade: Boom Truck Operator "B"	0	0	0
Subtrade: Hoist Operator	0	0	0
Subtrade: Hydraulic Crane Operator	13	12	1
Subtrade: Lattice Boom Crane Operator	2	1	1
Subtrade: Tower Crane Operator	3	2	1
Custom Harvester	0	0	0
Drywall and Acoustical Mechanic	0	0	0
Electrician	188	166	22
Electronics Assembler	11	8	3
Electronics Technician (Consumer Products)	0	0	0
Floorcovering Installer	0	0	0
Food and Beverage Person	0	0	0
Glassworker	0	0	0
Guest Services Representative	0	0	0
Hairstylist	213	191	22
Heavy Duty Equipment Mechanic	57	48	9
Horticulture Technician	0	0	0
Industrial Instrument Mechanic	31	24	7
Industrial Mechanic (Millwright)	91	43	48
Insulator	1	0	1
Ironworker Reinforcing Rebar	0	0	0
Ironworker Structural	11	6	5
Locksmith	0	0	0
Machinist	39	32	7

Trade	Total Exams Written	Total Successful	Total Unsuccessful
Meat Cutter	1	1	0
Subtrade: Processor	0	0	0
Subtrade: Slaughterer	0	0	0
Motor Vehicle Body Repairer	19	18	1
Subtrade: Motor Vehicle Body Refinisher	0	0	0
Painter and Decorator	8	3	5
Partsperson	13	11	2
Pipeline Equipment Operator	0	0	0
Subtrade: Dozer Operator	0	0	0
Subtrade: Excavator Operator	0	0	0
Subtrade: Grader Operator	0	0	0
Subtrade: Sideboom Operator	0	0	0
Plasterer	0	0	0
Plumber	113	78	35
Pork Production Technician	0	0	0
Subtrade: Breeder	0	0	0
Subtrade: Facilities	0	0	0
Subtrade: Farrowing	0	0	0
Subtrade: Grower-Finisher	0	0	0
Subtrade: Nursery	0	0	0
Power Lineperson	30	28	2
Refrigeration Mechanic	28	23	5
Rig Technician	0	0	0
Motorhand (Level One)	1	1	0
Derrickhand (Level Two)	1	0	1
Driller (Level Three)	6	6	0
Roofer	4	3	1
Sheet Metal Worker	32	25	7
Sprinkler Systems Installer	4	2	2
Steamfitter-Pipefitter	24	8	16
Subtrade: Petroleum Installer Technician	2	2	0
Steel Fabricator	11	9	2
Tilesetter	2	1	1
Truck and Transport Mechanic	58	42	16
Water Well Driller	0	0	0
Welder	185	133	52
Subtrade: Semiautomatic Welding Production Operator	0	0	0
TOTAL	**1,558**	**1,187**	**371**

Apprentices: Registrations, Completions and Cancellations Five Year Overview 2003-04 To 2007-08

Year	Number of registrations during year	Number of completions during year	Number of cancellations during year	Number of apprentices at end of year
2003-04	1,626	794	682	5,258
2004-05	1,740	807	755	5,436
2005-06	2,101	894	728	5,915
2006-07	2,408	765	779	6,779
2007-08	2,853	861	640	8,130

Aboriginal Apprenticeship Participation

	People of Aboriginal Ancestry Registered	Certified Journeypersons of Aboriginal Ancestry
2001-02	479	46
2002-03	567	39
2003-04	817	37
2004-05	989	63
2005-06	1,108	67
2006-07	1,028	61
2007-08	1,243	66

Aboriginal Initiatives

The Saskatchewan Apprenticeship and Trade Certification Commission has provided special funding for projects that will increase Aboriginal participation in the trades and apprenticeship training.

- With the $400,000 dedicated funding, nine projects ran which was an increase of 65 new Aboriginal level one apprentices.
- During the year, 104 Aboriginal apprentices were registered in Aboriginal Apprenticeship Initiatives.
- There were three projects that had been approved in the 2006-07 budget and were successfully completed in 2007-08.
- This year, twelve level 4 carpenter apprentices were the first group to complete four years of training under Aboriginal Apprenticeship Initiatives.

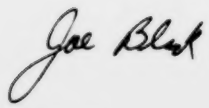
2007-08 Financial Results

Management Report
September 15, 2008

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles.

Management has ensured that the consolidated financial statements are presented fairly in all material respects. Management maintains a system of internal controls over accounting and administrative practices to ensure that the information presented is accurate and reliable. These measures provide reasonable assurance that transactions are recorded and executed in compliance with legislation and required authority, and assets are adequately safeguarded.

The Commission Board is responsible for reviewing and approving the consolidated financial statements and ensures that management fulfills its responsibilities for financial reporting. The financial statements have been audited by the Provincial Auditor of Saskatchewan, whose report follows.



Joe Black
Chief Executive Officer

AUDITOR'S REPORT

To the Members of the Legislative Assembly of Saskatchewan

I have audited the consolidated statement of financial position of the Saskatchewan Apprenticeship and Trade Certification Commission at June 30, 2008 and the consolidated statements of operations and accumulated surplus, change in net financial assets, and cash flows for the year then ended. The Commission's management is responsible for preparing these financial statements for Treasury Board's approval. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Commission as at June 30, 2008 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Regina, Saskatchewan
July 29, 2008

Fred Wendel, CMA, CA
Provincial Auditor

Saskatchewan Apprenticeship and Trade Certification Commission
Consolidated Statement of Financial Position
As at June 30

	2008	2007
Financial Assets:		
Due from General Revenue Fund (Note 3)	$ 1,323,582	$ 2,115,212
Accounts Receivable (Note 6)	54,219	88,375
Inventory for Resale	3,778	4,234
Total Financial Assets	1,381,579	2,207,821
Liabilities:		
Accounts Payable and Accrued Liabilities	129,916	555,735
Accrued Vacation Leave	152,800	164,352
Unearned Revenue (Note 7)	5,970	13,800
Total Liabilities	288,686	733,887
Net Financial Assets (Note 9)	1,092,893	1,473,934
Non-financial Assets (Note 10)		
Tangible Capital Assets (Note 10)	194,156	279,988
Inventory of Promotional Supplies	11,613	9,110
Prepaid Expenses	33,210	54,337
	238,979	343,435
Accumulated Surplus	$ 1,331,872	$ 1,817,369

(See accompanying notes to the financial statements)

Saskatchewan Apprenticeship and Trade Certification Commission
Consolidated Statement of Operations and Accumulated Surplus
For the Year Ended June 30

	Budget	2008	2007
Revenue:			
Grants – General Revenue Fund	$ 13,204,500	$ 13,387,619	$ 12,182,326
Client Fees	1,590,000	1,629,900	1,415,691
Industry Contributions	15,000	37,220	17,457
Products and Services	43,000	40,576	67,305
Interest	100,000	126,627	124,386
Total Revenue	$ 14,952,500	$ 15,221,942	13,807,165
Expenses:			
Salaries and Personnel	3,469,400	2,952,698	2,984,568
Program Contractual Services	10,665,000	11,194,389	9,075,384
Amortization	202,000	149,585	153,863
Other Contractual Services	175,200	196,611	123,024
Board Honorariums	161,700	137,486	136,224
Travel	335,900	323,620	308,700
Telephone	61,500	66,319	72,800
Advertising, Promotion and Printing	262,900	197,622	315,649
Space Rental	298,800	298,370	220,089
Equipment Rental	12,600	12,673	11,277
Office Supplies	82,100	69,473	107,527
Postage, Courier and Freight	61,200	79,252	76,441
Products for Resale	0	796	264
Other	19,600	28,545	20,412
Total Expenses	15,807,900	15,707,439	13,606,222
Annual (Deficit) Surplus	$ (855,400)	(485,497)	200,943
Accumulated Surplus, beginning of year		$ 1,817,369	$ 1,616,426
Accumulated Surplus, end of year		$ 1,331,872	$ 1,817,369

(See accompanying notes to the financial statements)

Saskatchewan Apprenticeship and Trade Certification Commission
Consolidated Statement of Change in Net Financial Assets
For the Year Ended June 30

	2008	2007
Annual (Deficit) Surplus	$ (485,497)	$ 200,943
Purchase of Tangible Capital Assets	(63,931)	(197,985)
Amortization of Tangible Capital Assets	149,585	153,863
Disposal of Tangible Capital Assets	178	480
	85,832	(43,642)
Reduction (Acquisition) of Prepaid Expenses	21,127	(23,435)
Acquisition of Inventory of Promotional Supplies	(2,503)	(1,974)
	18,624	(25,409)
(Decrease) Increase in Net Financial Assets	(381,041)	131,892
Net Financial Assets, beginning of year	1,473,934	1,342,042
Net Financial Assets, end of year	$1,092,893	$ 1,473,934

(See accompanying notes to the financial statements)

Statement 4

Saskatchewan Apprenticeship and Trade Certification Commission
Consolidated Statement of Cash Flows
For the Year Ended June 30

	2008	2007
Cash Flows from (used in) Operating Activities:		
Cash Receipts from General Revenue Fund	$ 13,387,619	$ 12,182,326
Cash Receipts from Clients	1,622,070	1,415,108
Interest Received	139,054	117,071
Industry Contributions Received	37,220	17,457
Receipts from the Sale of Products and Services	63,137	63,981
Cash Paid to Employees	(2,952,698)	(2,984,568)
Cash Paid to Suppliers	(1,857,858)	(876,398)
Cash Paid to Provide Program Services	(11,166,243)	(9,079,999)
Cash (used in) provided by Operating Activities	(727,699)	854,978
Cash Flows Used in Capital Activities:		
Purchase of Tangible Capital Assets	(63,931)	(197,985)
Cash Applied to Capital Activities	(63,931)	(197,985)
(Decrease) Increase in Cash	(791,630)	656,993
Due from General Revenue Fund, beginning of year	2,115,212	1,458,219
Due from General Revenue Fund, end of year	$ 1,323,582	$ 2,115,212

(See accompanying notes to the financial statements)

Saskatchewan Apprenticeship and Trade Certification Commission
Notes to the Consolidated Financial Statements
For the Year Ended June 30, 2008

1. Description of Business

The Apprenticeship and Trade Certification Commission (the Commission) was established as an entity by *The Apprenticeship and Trade Certification Commission Act, 1999* effective October 1, 1999.

The Commission is an industry-led agency with a mandate to govern and manage the apprenticeship system in Saskatchewan. The purpose of the Commission is to develop industry occupational standards in apprenticeship trades and to provide services to employers and tradespersons supporting certification based on those standards.

2. Significant Accounting Policies

These financial statements are prepared in accordance with generally accepted accounting principles as recommended by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants and reflect the following significant accounting policies.

a) The Basis of Accounting

The accounts are prepared on the accrual basis of accounting.

b) Revenue

The revenue of the Commission consists of monies provided by Saskatchewan Advanced Education, Employment and Labour to operate the Commission and train apprentices, fees charged to apprentices, monies collected from the sale of products and services and interest revenue. Revenue is recorded when received or receivable with the exception of tuition fees which are recorded in the period in which the training or course is provided.

c) Expenses

Expenses represent the cost of resources consumed during the period of operations. Expenses include a provision for the amortization of tangible capital assets.

d) Inventories

Inventories of items for resale are valued at the lower of cost and net realizable value, which is determined by the first-in, first-out method. Inventories of promotional supplies are valued at cost.

e) Tangible Capital Assets

Tangible capital asset purchases are recorded at cost. The cost and related accumulated amortization of items retired or disposed of are removed from the records and any gains or losses are included in the Statement of Operations and Accumulated Surplus.

Amortization is recorded on tangible capital assets on a straight-line basis over their estimated useful lives.

Office Equipment	5 years
Office Furniture	10 years
Computer Hardware	3 years
Leasehold Improvements	Life of lease
Computer Application Software	3 years
System Development	5 years

f) Joint Venture

The Commission has a 2% share in a joint venture called the Inter-Provincial Computerized Examination Management System (ICEMS). The results of the joint venture operations have been included in these financial statements using the proportionate consolidation method.

g) Use of Estimates

These statements are prepared in conformity with Canadian generally accepted accounting principles. These principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

3. Due from the General Revenue Fund

The Commission's bank account is included in the Consolidated Offset Bank Concentration arrangement for the Government of Saskatchewan.

Earned interest is calculated and paid by the General Revenue Fund on a quarterly basis into the Commission's bank account using the Government's thirty day borrowing rate and the Commission's average daily bank account balance. The average rate for the period July 1, 2007 to June 30, 2008 was 3.6% (2007 – 4.2%)

4. Related Party Transactions

These financial statements include transactions with related parties. The Commission is related to all Saskatchewan Crown agencies, such as ministries, corporations, boards, and commissions under the common control of the Government of Saskatchewan.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms. In addition, the Commission pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

The Commission has not been charged with any administrative costs associated with administrative services provided by Saskatchewan Advanced Education, Employment and Labour and the Ministry of Finance. Effective April 1, 2008, the Information Technology Office began billing the Commission for services directly. These costs were previously borne by Saskatchewan Advanced Education, Employment and Labour. Also, the Ministry of Finance paid for the employee benefits of the Commission.

The following table summarizes the Commission's transactions with other Government agencies that are not separately disclosed in the financial statements. These transactions are in the normal course of operations and are recorded at agreed upon exchange amounts.

	2008	2007
Carlton Trail Regional College	$ 15,000	$ 15,000
Directwest Corporation	14,700	0
Information Technology Office	45,236	63,265
Government Services	161,575	174,231
Northlands College	48,124	125,644
Parkland Regional College	187,840	105,632
SaskTel	65,718	73,415
SaskPower	156,200	133,796
SIAST	1,248,452	1,016,449
Southeast Regional College	22,256	63,111
	$ 1,965,101	$ 1,770,543

Interprovincial Computerized Examination Management System (ICEMS)

The Province of Saskatchewan entered into an agreement with the Government of Canada, the nine other provincial governments and the three territorial governments to develop an Interprovincial Computerized Examination Management System (ICEMS). The Commission is a member of the ICEMS Steering Committee. The Commission has joint control over the operating policies of ICEMS. The Commission's pro-rata share of its interest in this joint venture is as follows:

	2008	2007
Due from General Revenue Fund	$ (8,604)	$ 22,196
Accounts Receivable	1,570	10,072
Tangible Capital Assets	0	46,287
Accounts Payable and Accrued Liabilities	(1,178)	(491)
Revenue – Products and Services	(20,944)	(49,826)
Expenses – Other Contractual Services	33,470	31,021
Amortization	46,288	46,288

The Federal Government collects the monies for ICEMS and forwards them to the Commission. The ICEMS Steering Committee approves disbursements from monies held in trust by the Commission to pay for the

development of the ICEMS. Since these monies are held in trust for the ICEMS joint venture, they are not reflected in these financial statements, except as noted above. At June 30, 2008 the Commission held in trust cash for the ICEMS in the amount of $296,789 (2007 - $765,593). During the year, the Commission received $717,691(2007 - $1,750,677) for ICEMS and disbursed $1,186,495 (2007 - $1,102,027).

Saskatchewan Institute of Applied Science and Technology (SIAST) Agreement

The Commission enters into an annual agreement with SIAST for technical training based upon a Training Needs Assessment prepared prior to each fiscal year. In 2008, the contract amount was $8,500,000 (2007- $7,100,000) and these amounts are included in the Statement of Operations and Accumulated Surplus under Program Contractual Services.

5. Financial Instruments

The Commission's financial instruments include due from the General Revenue Fund, accounts receivable, accounts payable and accrued liabilities and accrued vacation leave. The carrying amount of these financial instruments approximates fair value due to their immediate or short-term maturity. These financial instruments have no interest or credit risk.

6. Accounts Receivable

Accounts receivable are composed of the following:

	2008	2007
Grants – General Revenue Fund	$ 40,000	$ 40,000
Interest receivable	11,816	24,243
Salary overpayment receivable	833	0
Cost reimbursement by the Federal Government	1,570	24,132
Total accounts receivable	$ 54,219	$ 88,375

7. Unearned Revenue

Unearned revenue is comprised of tuition fees received from apprentices before June 30, 2008 for training which will occur after June 30, 2008.

8. Operating Lease

The Commission entered into a lease agreement for rental space at 2140 Hamilton Street, Regina. The annual lease payments agreed to are:

2008-2009 - $102,312	2013-2014 - $131,544
2009-2010 - $102,312	2014-2015 - $131,544
2010-2011 - $116,928	2015-2016 - $131,544
2011-2012 - $116,928	2016-2017 - $131,544
2012-2013 - $131,544	

The Commission is responsible for the payment of operating expenses related to this premises. The lease agreement expires June 30, 2017.

9. Designated Net Assets

Pursuant to directions given by the Minister of Advanced Education, Employment and Labour, $400,000 (2007-$400,000) was designated for aboriginal initiatives. These designated net assets are not available for other purposes without the approval of the Minister of Advanced Education, Employment and Labour. Designated net assets comprised the following of total net assets:

	2008	2007
Financial assets designated for aboriginal initiatives	$ 123,191	$ 272,838
Undesignated financial assets	969,702	1,201,096
Total net financial assets	$ 1,092,893	$ 1,473,934

10. Non-financial Assets

The recognition and measurement of non-financial assets is based on their service potential. These assets will not provide resources to discharge liabilities of the Commission. For non-financial assets, the future economic benefit consists of their capacity to render service to further the Commission's objectives.

The table on the next page provides disclosure of the tangible capital assets.

Saskatchewan Apprenticeship and Trade Certification Commission
Tangible Capital Assets
For the Year Ended June 30

	2008							2007
	Leasehold Improvements	Office Furniture	Office Equipment	Computer Hardware	Computer Application Software	System Development	Total	Total
Opening cost	$ 62,920	$ 139,742	$ 33,092	$ 315,734	$ 76,922	$ 253,525	$ 881,935	$ 741,143
Additions during the year	0	32,456	0	31,475	0	0	63,931	197,985
Disposals during the year	0	(902)	0	(97,899)	0	0	(98,801)	(57,193)
Closing cost	62,920	171,296	33,092	249,310	76,922	253,525	847,065	881,935
Opening accumulated amortization	43,948	40,468	26,846	251,720	36,145	202,820	601,947	504,797
Annual amortization cost	8,715	17,309	1,939	51,443	19,474	50,705	149,585	153,863
Amortization related to disposals	0	(724)	0	(97,899)	0	0	(98,623)	(56,713)
Closing accumulated amortization	52,663	57,053	28,785	205,264	55,619	253,525	652,909	601,947
Net book value of tangible capital assets	$ 10,257	$ 114,243	$ 4,307	$ 44,046	$ 21,303	$ 0	$ 194,156	$ 279,988

The Commission Performance Plan for 2008-09

On May 28, 2008, the Board of Directors of the Saskatchewan Apprenticeship and Trade Certification Commission approved the 2008-09 Business Plan and Budget. The annual business plan describes the Commission's operational activities for the year ahead, identifies key issues, strategic directions and the risks to the Commission's operations posed by factors beyond the Commission's direct control. It is based upon the long-term strategic plan that sets out the organization's goals and objectives, and is aligned with the goals that the Province of Saskatchewan has set for post-secondary education.

Strategic Directions

The following table outlines several key issues facing the Commission and identifies strategic directions that will be pursued.

Key Issue	Strategic Direction/Actions
Employer Commitment to Certified Training	• Promote apprenticeship as a labour force and economic development tool to government agencies and Saskatchewan business • Promote the value of training and certification to national standards and the mobility of labour • Promote apprenticeship programs and the hiring of youth apprentices to Saskatchewan employers • Support the crown, municipal and institutional sectors in a renewed commitment to apprentices • Provide employers with tools and supports to better use on-the-job training guides • Provide onsite support in the workplace to support development/maintenance of a robust industry training culture • Provide employers with the support and tools to measure their performance with respect to engaging and training a diversified workforce • Encourage innovative and collaborative approaches to technical training by employers, unions, regional colleges, SIAST and other training partners • Research methods and resources to deliver mentoring and adult learning to supervisors • Engage with networks of employers, unions and community groups to keep apprenticeship on their agenda as a preferred option
Trade Skills Development	• Continue high-level input to the Training System Partners Committee • Maintain partnerships with SIAST on the Innovation Task Force • Initiate opportunities to work with immigrant serving agencies to promote apprenticeship and trade certification • Support assessment, training and certification of foreign worker credentials • Follow up on initiatives to promote hiring apprentices in the public sector • Review the focus of Aboriginal Apprenticeship Initiatives to ensure that candidates have a greater opportunity for successful completion • Investigate and implement alternatives to block release training where appropriate • Build the capacity of selected employers to train workers to gaps identified through RPL • Develop recommendations on delivering our services to an expanding client base • Maintain Saskatchewan's leadership role in supporting Red Seal initiatives and activities • Complete all revisions to host Red Seal trades as scheduled
Validation of Trades Careers	• Access and apply research completed by CAF, CCDA and neighbouring provinces • Partner to promote and market initiatives with national, provincial and territorial agencies • Collaborate with local associations and non-profit groups (e.g. SHBA, Skills Canada) in sharing resources for promotion of trades careers to youth • Continue relationships with CORCAN, SCA, SaskWITT, Construction Careers and others who are reaching out to alternative pools of labour • Increase the opportunities for youth to engage in training and attach to employment through the Regina and Saskatoon Trades and Skills Centres • Review the impact of the Saskatchewan Youth Apprenticeship program and compare it with similar initiatives in other jurisdictions

Corporate Performance	• Promote and establish the SATCC as the foremost authority and source of knowledge and advice on all matters related to apprenticeship and trade certification in Saskatchewan • Engage with Enterprise Saskatchewan and other government agencies to set the economic context for apprenticeship training and trade certification as a tool for labour force development • Educate our workforce on issues of population trends and labour market demand and the impact on the skilled trades workforce • Identify a coherent plan for developing and evaluating management and leadership skills in our organization • Develop targets for standards of service to our clients (e.g. release time for examination results, turnaround time on trade time assessment, etc) • Solicit industry input to the Construction Sector Council LMI study and similar forecasting tools • Contribute to strategies for labour force development to meet trade skills demand due to demographic shifts and economic expansion • Develop workable policies and procedures for the assessment and recognition of foreign-trained tradespersons • Implement a plan for a regular review of special initiatives (e.g. AAI projects, SYA program, rural delivery, online training) • Examine and recommend means to streamline the registration, exam result and trade time assessment processes • Reinforce corporate commitment to lifelong learning and professional development

Key Result Areas for 2008-09

The following table is a summary of the results expected from the 2008-09 key initiatives and programming:

Key Results Areas	**Goal 2008-09**	**Projected 2007-08**	**Goal 2007-08**
Registered Apprentices	8500	7900	7000
New Apprentice Registrations	2400	2450	2400
Youth Apprentices Registered	3500	3200	5000*
Apprentices in Training	4700	3800	3450
Upgraders/Updaters in Training	550	800	500
Allowance Claims Processed	4500	3600	3550
Employer Consultations	3500	3200	3500
Work Experience Assessments	17000	14300	16,000
Learning Disability Assessments	60	80	50
Written Examinations	1500	1400	1800
Practical Examinations	400	350	370
Journeyperson Certificates	1200	1100	1100
Industry Board/Committee Meetings	120	105	120
Trade Shows/Career Fairs	150	150	150
Revenue Generation	$1,899,800	$1,769,000	$1,748,000

* Based on no previous data.

Budget Overview for 2008-09

The Commission is projecting a deficit for 2008-09 of approximately $3,776,200 including depreciation.

The largest Commission expenditure is related to the purchase of apprenticeship technical training, which is budgeted this year at $14.9 million representing approximately 4,700 training seats. The March 19, 2008 Budget indicated an increase in provincial grant funding of $650,000 (233 seats) for increased technical training in 2008-09. This is not sufficient to cover the $3,752,000 (34 per cent) projected increase in budgeted training need identified for the 2008-09 year.

While institutional technical training is a critical component of the apprenticeship program and consumes some 75 per cent of our budget, it is only one of several competing priorities within the workbased training and certification program. The business plan and budget provides for expanded service capacity in the areas of administrative support. Budgeted operating costs for 2008-09 are six per cent higher than the 2007-08 forecast. Every effort is being made to devote the needed resources to maintain industry occupational standards and provide adequate field services to apprentices and employers, while meeting the demand for technical training.

Risks

The major risk areas which the Commission must address in 2008-09 are:

1. **The Commitment of Employers to Certified Trades Training**

From the Commission's perspective, the employers who engage apprentices already have demonstrated a commitment to train and certify their workers to national industry standards. There is significant opportunity to engage employers who have not historically participated in the apprenticeship program, but have chosen to hire journeypersons from other employers. It would be beneficial for these employers to understand the value of investing in training apprentices rather than hoping pre-employment training will solve their labour skills shortage.

Several solutions to this problem have been proposed from various quarters. These range from closing the gap in wages paid in order to retain the worker (may be impractical for firms that are marginally profitable or who are in the highly-competitive service sector) to compulsory apprenticeship in all trades (problematic for start-ups in the service industries and for the one or two person shops) to policies that would support the training employer.

The Commission will continue to invest in workplace consultations and other employer/ employee engagement to promote apprenticeship and the mobility of labour as the best option for industry. At the same time, there are some reasons to hope that the public and Crown sectors will commit to hiring apprentices in numbers more commensurate with their capacity to do so.

2. **Decline in the industry workplace training culture**

Apprenticeship is synonymous in many people's view with the short periods of technical training which apprentices receive in a formal school setting. There is continuous pressure to move more skills development from the field, workshop or plant to the school while not adding to the current length of training. The majority of training and skills development in apprenticeship trades has occurred and continues to occur on-the-job. As the commitment to on-the-job training erodes, employers will have increased expectations of the institutional training system.

The skills and certification of journeypersons is based on the development and maintenance of current industry standards (for occupations, curricula and examinations), combined with good on-the-job training and experience. In order to ensure that the on-the-job training component does not degenerate into a narrow set of employer-specific competencies, the Commission has increased the level of contact with, and support for, employers and employees in the field. Without continued deployment of resources in this area, the promotional and enforcement components of our mandate will not be met. This may result in a "free-for-all" with each employer or trade group training

for immediate needs that provide the highest short-term returns.

3. System Trades Training Capacity

The non-university post-secondary education and training system is at risk of being unable to meet the training needs of Saskatchewan's labour market. Apart from physical facilities, ability of training providers to attract, retain and develop instructional staff in an intense labour market is a major concern. When capacity under the current model is exceeded, other formats (extended day, offsite or online learning for a part of each level, etc.) may need to be considered. A challenge will be to convince industry that training in alternate formats can produce the same successful outcomes as does the traditional model. Another risk is that institutions may be restrained by existing structures and collective agreements from offering other models, resulting in classes being delayed. This backlog will exacerbate the skills shortage over the next few years. Part of our ongoing strategy would be to encourage collaboration and innovation between all parties to deliver training in the most appropriate fashion.

4. The Level of Provincial Funding

The level of provincial funding to apprenticeship is an ongoing risk based on the priority level given to apprenticeship training and certification by the provincial government. The increased recognition of the value of skilled trades careers among youth, the public and public policy makers alike has, at present, significantly reduced the risk to the level of provincial funding. Prior to 1999, the Apprenticeship Board put all its revenue into general revenue. When the Commission was created in 1999, it represented a new public-private sector partnership in which the government vested responsibility of the apprenticeship program to the SATCC in exchange for an increased industry financial contribution to the program through fees and revenue generation. The Commission has now met prescribed goals for revenue generation. To the extent that the Commission's revenue generating potential is seen by the government as an opportunity to reduce provincial funding to apprenticeship, particularly in comparison to the other institutions in the learning sector, apprenticeship programs and services are put at risk. Apprenticeship stakeholders consistently have maintained that any enhanced revenue generated must be used to enhance the level of service, not to replace provincial funding to apprenticeship. Provincial funding has not kept pace with increased technical training needs and costs. Operating funds have been used to support technical training as the need has arisen. This year there is an increase in funding of 11.1 per cent, of which only $650,000 (5.2 per cent) is for additional training seats representing 233 additional seats. This is in fact only a $250,000 increase compared to 2007-08 grant funding as there was an addition $400,000 received in September 2007 for additional training. The 2008-09 business plan calls for an increase of 76 classes or 912 additional seats compared to 2007-08.

5. Funding Support for Apprentices in Technical Training

Unlike other learners, apprentices typically qualify for income support during the weeks they are in technical training each year. This funding is from several sources, but the majority is federal funding through the Employment Insurance (EI) program. Both EI payments and the living-away-from-home allowances have been subject to delays and inconsistent application. This has frustrated apprentices and in some cases led to apprentices turning down or dropping out of technical training. More consistent and timely payments to apprentices from these federal sources would alleviate the problem.

6. Availability of Alternate Formats

Saskatchewan Institute of Applied Science and Technology (SIAST) deliver approximately 85 per cent of our training. As we pursue opportunities for rural and distributed delivery in various formats, we will need a commitment from both SIAST and regional colleges to work together to manage the development and delivery of training in a cost-effective manner. Innovation can take many forms. As an example, in the hairstylist trade, the Commission has undertaken a pilot project in which a traditional apprenticeship is followed rather than the pre-employment model. As part of any initiative, the Commission will monitor and evaluate the outcomes of these programs. If the Commission does not have the resources or if the partners are

otherwise engaged, we may not be able to validate the usefulness of these programs and initiatives.

7. Attracting, Training and Motivating Staff

As is common in public sector bodies, the Commission employs a workforce that is highly-skilled and educated but with an average age significantly higher than in the private sector. All of the out-of-scope managers are eligible for retirement in the current fiscal year, as are a substantial number of in-scope staff. At the same time, the front-line client service staff is characterized by high turnover rates resulting in increased training costs and lost productivity as we bring new people on stream. Our challenge will be to present the Commission as an employer of choice that will provide challenging and interesting work in a supportive team atmosphere.

Conclusion

The performance plan summarizes how the Commission proposes to meet the expectations of industry and government in 2008-09. It will deploy its human, financial and capital resources in support of its vision, mandate and goals. The plan also sets out basic measures by which the Commission's performance may be judged.

The key result areas listed are essentially outputs. In 2006-07, the Commission began to gather data using both internal data sources and the results from surveys. We will continue to periodically survey employers, apprentices and the public in 2008-09 to monitor our performance against the listed criteria.

Industry Sectors and Designated Trades in Saskatchewan

Agriculture, Tourism and Service

Cook (IP)
Custom Harvester
Electronics Technician (Consumer Products) (IP)
Food and Beverage Person
Guest Services Representative
Hairstylist (IP)
Horticulture Technician
Locksmith
Meat Cutter
- Processor
- Slaughterer

Pork Production Technician
- Breeder
- Farrowing
- Grower-Finisher
- Nursery Management
- Facilities Maintenance

Construction

Boilermaker (IP)
Bricklayer (IP)
Cabinetmaker (IP)
Carpenter (IP)
- Framer
- Scaffolder

Concrete Finisher (IP)
Construction Craft Labourer (IP)
Crane and Hoist Operator (IP)
- Boom Truck Operator "A"
- Boom Truck Operator "B"
- Hoist Operator
- Hydraulic Crane Operator
- Lattice Boom Crane Operator
- Tower Crane Operator

Drywall and Acoustical Mechanic (IP)
Electrician (IP)*
Floorcovering Installer (IP)
Glassworker (IP)
Industrial Mechanic (Millwright) (IP)*
Insulator (IP)
Ironworker Reinforcing Rebar
Ironworker Structural (IP)
Painter and Decorator (IP)
Pipeline Equipment Operator
- Dozer Operator
- Excavator Operator
- Grader Operator
- Sideboom Operator

Plasterer
Plumber (IP)
Power Lineperson (IP)
Refrigeration Mechanic (IP)*
Roofer (IP)
Sheet Metal Worker (IP)
Sprinkler Systems Installer (IP)
Steamfitter-Pipefitter (IP)
- Petroleum Installer Technician

Tilesetter (IP)
Water Well Driller

Production and Maintenance

Electrician (IP)*
Electronics Assembler
Industrial Instrument Mechanic (IP)
Industrial Mechanic (Millwright) (IP)*
Machinist (IP)
Refrigeration Mechanic (IP)*
Rig Technician (IP)
- Motorhand (Level One)
- Derrickhand (Level Two)
- Driller (Level Three)

Steel Fabricator (IP)
Welder (IP)
- Semiautomatic Production Welding Operator

Motive Repair

Agricultural Machinery Technician (IP)
Aircraft Maintenance Engineer Technician
Automotive Service Technician (IP)
Heavy Duty Equipment Mechanic (IP)
Motor Vehicle Body Repairer (IP)
- Motor Vehicle Body Refinisher (IP)

Partsperson (IP)
Truck and Transport Mechanic (IP)

- Represents a subtrade or endorsement
- Represents a journeyperson certificate in the trade specialty
- * The designated trade is part of more than one industry sector
- (IP) This trade or subtrade is recognized with the Red Seal interprovincial status

Definition of Terms Used in This Report

Act and Regulations: *The Apprenticeship and Trade Certification Act 1999* and regulations are the authority under which the program operates.

Apprentice: An individual who is working in a designated trade and has signed a contract of apprenticeship with his or her employer and the Apprenticeship and Trade Certification Commission. Note: Apprentices are not students. They are employees in a trade in which they are acquiring skills.

Apprenticeship Training: A system of training that has two main components: on-the-job training and technical training. The apprentice, the employer or joint training committee, and the Director of Apprenticeship sign a contract of apprenticeship. Apprentices learn the knowledge and skills associated with a trade through on-the-job training which is supervised by a certified journeyperson, combined with technical in-school training. Upon completion of the final level of training, apprentices are eligible to write the journeyperson examination.

Compulsory Apprenticeship: An individual must be an apprentice or a journeyperson to work in the trade. There are four compulsory apprenticeship trades in Saskatchewan: electrician, plumber, refrigeration mechanic and sheet metal worker.

Designated Trade: An occupation designated under *The Apprenticeship and Trade Certification Act, 1999*. Designation of an occupation means that legislated rules apply; and that standards, technical training and certification examinations are established.

Interprovincial Standards "Red Seal" Program: A national certification program that assists workers seeking employment in any province/territory in Canada.

Joint Training Committee: A committee of employer and employee representatives in a trade. Joint training committees are established in industries where job changes are frequent; for example, the construction industry. Eligible apprentices can register directly with the joint training committee rather than with an employer.

Journeyperson: An individual who has worked at a trade for several years, passed all examinations, and has been issued a Journeyperson Certificate of Qualification from the Apprenticeship and Trade Certification Commission.

Pre-Employment Training: Full time training programs designed for individuals who have no job or skills in a trade, but who would like to take training to improve their chances of finding a job. Advanced standing in apprenticeship training may be granted if the individual registers as an apprentice at a later date. This training usually follows school graduation and in most instances is offered by the Saskatchewan Institute of Applied Science and Technology (SIAST).

Pre-Trades Training: Short training programs designed to respond to immediate labour needs of local industry. The courses are usually fewer than 20 weeks in length and are offered through regional colleges. Advanced standing in apprenticeship training may be granted if the individual registers as an apprentice at a later date.

Proficiency Certificate: This certificate is issued to reflect an individual's ability in a significant area of their trade.

Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) (The Commission): SATCC is responsible for administering the programs for apprenticeship training, trade certification, upgrading for non-journeypersons and updating for journeypersons.

Sub-trade: A branch of a designated trade that is recognized for training and certification purposes.

Tradesperson: An individual who is working at one of the designated trades, but is not an apprentice or a journeyperson.

Updating: Training designed to enhance the skills of an individual who already holds journeyperson status.

Upgrading: Training designed to assist a tradesperson in preparing for journeyperson certification.

Voluntary Apprenticeship: Workers are encouraged to take apprenticeship training or attain journeyperson certification, but it is not a mandatory requirement to work in the trade.

Work (Workplace) Experience: The experience an individual gains on a job site learning the skills and performing the actual tasks involved in the work of the trade/occupation.

Saskatchewan Apprenticeship and Trade Certification Commission Offices

Head Office

Saskatchewan Apprenticeship and Trade
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Regina SK S4P 2E3

Tel:	(306) 787-2444
Fax:	(306) 787-5105
Toll-free:	1-877-363-0536
E-mail:	apprenticeship@sasked.gov.sk.ca
Web:	www.saskapprenticeship.ca

Regional Offices

Apprenticeship and Trade Certification Commission
Estevan Regional Office
255 Spruce Drive
Estevan SK S4A 2V6

Apprenticeship and Trade Certification Commission
Northern Division
Box 5000
La Ronge SK S0J 1L0

Apprenticeship and Trade Certification Commission
Moose Jaw Regional Office
110 Ominica St W
Moose Jaw SK S6H 6V2

Apprenticeship and Trade Certification Commission
North Battleford Regional Office
1146 - 102 St
North Battleford SK S9A 1E9

Apprenticeship and Trade Certification Commission
Prince Albert Regional Office
Box 3003
141 - 15th Street East
Prince Albert SK S6V 6G1

Apprenticeship and Trade Certification Commission
Regina Regional Office
2140 Hamilton St
Regina SK S4P 2E3

Apprenticeship and Trade Certification Commission
Saskatoon Regional Office
1630 Quebec Ave
Saskatoon SK S7K 1V7

Apprenticeship and Trade Certification Commission
Swift Current Regional Office
350 Cheadle St W
Swift Current SK S9H 4G3

Apprenticeship and Trade Certification Commission
Yorkton Regional Office
Room 302, 120 Smith St E
Yorkton SK S3N 3V3

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION

SUPPLEMENTARY FINANCIAL INFORMATION

FISCAL YEAR ENDING JUNE 30, 2008

Salaries:

Management

Listed below are Senior Management staff (out of scope) salaries, totaling $50,000 or more, recorded in the fiscal year.

Guthrie, Bob	Chief Executive Officer – Retired Dec/07	$68,820.17
Black, Joe	Chief Executive Officer	70,425.82
Hackman, Allan	Strategic Advisor to CEO	65,755.41
Ewen, Rick	Director of Apprenticeship	108,463.79
Wong, Lillie	Director, Corporate Services	100,595.40
Mohr, Violet	Executive Administrator	52,442.40
	Total Out of Scope	**$466,502.99**

Listed below are the In-Scope Employees' salaries, totaling $50,000 or more, recorded in the fiscal year.

Permanent

Alcorn, Sean	$52,791.26
Bear, D. Lyle	59,293.86
Brown, Darren	59,911.76
Butler, Dennis	59,306.51
Cockwill-Melle, Elaine	53,400.35
D'Amour, Brett	59,751.08
Envik, Rhonda	51,980.56
Frennette, Karen	62,329.28
Frey, Dean	52,633.77
Hampton, James	56,021.36
Heisler, Glenn	59,303.48
Johns, Robert	76,723.95
Kasper, Frank	59,373.77
Myhill, Clyde	60,618.99
Pusch, Sylvia	69,564.63
Skomorowski, Linda	57,331.89
Sluchinski, Robert	59,494.51
Stoll, Blaine	50,960.15
Stubbs,Chris	68,754.70
Wolf-Kaminski, Audrey	69,187.64
Zabolotney,Rennie	68,738.16
Total In-Scope	**$1,267,471.66**